

NEW ALBANY SCHOOL DISTRICT
301 HIGHWAY 15 NORTH
NEW ALBANY, MS 38652-(662) 534-1800
www.newalbanyschools.us

CERTIFIED TEACHER APPLICATION

(Name as it appears on Social Security Card)

Date _____

Permanent Address:

(Street) (City) (State) (Zip) (Telephone)

Social Security Number: _____

Position Desired: _____

(Must be certified for position)

Grade Level

Desired: K 1 2 3 4 5 6 7 8 9 10 11 12 Special Ed.
(Circle all appropriate)

Subject

Preferred

If 9-12:

1st Choice

2nd Choice

3rd Choice

MS Certificate No. _____ Class _____ Expiration Date _____

Endorsements _____

PRAXIS/NTE Score(s) _____ ACT Scores - Composite _____ English _____ Science _____

Soc. Studies _____ Math _____

MARK THE APPROPRIATE BLANK

_____ Previous Application on File

_____ Former Employee of the School District

It is the responsibility of the prospective employee to provide the school district with a copy of his/her teaching certificate PRAXIS/NTE and ACT scores and a current transcript for application to be complete.

APPLICATION WILL REMAIN ACTIVE FOR TWO YEARS FROM DATE RECEIVED

The New Albany School District adheres to the principle of equal educational and employment opportunities without regard to race, sex, color, age, or national origin. This policy includes the qualified handicapped and extends to all programs and the activities supported by the New Albany School District.

Until application is returned in its entirety, no position will be considered. Incomplete applications will not be considered for employment opportunities.

As part of this application, the New Albany School District will conduct a background screening check with law enforcement, the Child Abuse Central Registry, previous employers, and any other persons to determine suitability in working with children. The above information will be used only in regard to application for employment in the New Albany School District.

The New Albany School District will contact references listed on this application. By signing below, you imply that you give New Albany School District permission to contact references and give those references permission to discuss this application. Please note your current contractual salary and current contractual days employed if applicable.

Signature

salary

number of days employed

EDUCATION:

Name of School and Location-Include
High School, College, Graduate Work
And Summer Sessions in Order Taken. FROM TO Degree or Major
Mo. Yr. Mo. Yr. Diploma and Dates

EXPERIENCE: (If no teaching experience, list student teaching)

NAME OF SCHOOL	ACTUAL WORKING TIME				NATURE OF WORK (DESCRIBE BRIEFLY) (GRADE LEVEL)	SUPERVISOR	ADDRESS
	FROM	THROUGH					
MO.	YR.	MO.	YR.				

Total years of teaching experience: _____

When could you begin work? _____ Are you presently under contract? _____

Have you ever failed to be re-employed? _____ If yes, where? _____

State reason: _____

Have you ever been convicted of any offense other than a misdemeanor? _____

If yes, attach full details.

Are you currently receiving retirement contributions from the Public Employees' Retirement System of Mississippi?

Yes ____ No ____

**New Albany School District
Attn: Mr. Jackie Ford
301 Hwy 15 North
New Albany, MS 38652**

REFERENCE EVALUATION FORM FOR CERTIFICATED POSITION

PART I

(To Be Completed by Applicant)

Three reference evaluation forms are required. **One** must come from your most recent school principal or supervisor of student teaching.

Applicant Name: _____ Social Security Number: _____

Home Telephone: _____ Work Telephone: _____ Position Desired: _____

Please complete the evaluation found in PART II below based on your knowledge of my background and return this mailer to the address above.

I hereby waive do not waive my right to access of this confidential recommendation obtained for my application for employment.

I agree to hold the New Albany School District and former employers harmless for questions and answers concerning previous employment.

Applicant Signature: _____ Date: _____

PART II

(To Be Completed by Evaluator)

Command of English Language	<input type="checkbox"/> Extremely Fluent/precise	<input type="checkbox"/> Correct in usage	<input type="checkbox"/> Usually correct	<input type="checkbox"/> Frequently incorrect
Knowledge of Subject matter :	<input type="checkbox"/> Superior in subject matter	<input type="checkbox"/> Adequate in subject matter	<input type="checkbox"/> Limited in subject matter	<input type="checkbox"/> Insufficient in subject matter
Skill in Instruction:	<input type="checkbox"/> Outstanding/innovative	<input type="checkbox"/> Experienced	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Needs supervision
Enthusiasm for Teaching.:	<input type="checkbox"/> Extremely enthusiastic	<input type="checkbox"/> Enthusiastic	<input type="checkbox"/> Usually involved	<input type="checkbox"/> Not a self starter
Classroom Control:	<input type="checkbox"/> Implements student self discipline	<input type="checkbox"/> Consistent in discipline	<input type="checkbox"/> Inconsistent	<input type="checkbox"/> Little control
Professional Attitude:	<input type="checkbox"/> Always professional	<input type="checkbox"/> Professional	<input type="checkbox"/> Usually professional	<input type="checkbox"/> Frequently professional
Use of Sound Judgment:	<input type="checkbox"/> Exceptional in judgment	<input type="checkbox"/> Good in common sense	<input type="checkbox"/> Fair in judgment	<input type="checkbox"/> Unreliable
Reliability:	<input type="checkbox"/> Always dependable	<input type="checkbox"/> Usually dependable	<input type="checkbox"/> Fairly reliable	<input type="checkbox"/> Inconsistently reliable
Character:	<input type="checkbox"/> Outstanding	<input type="checkbox"/> Above average	<input type="checkbox"/> Average	<input type="checkbox"/> Fair
Relationships With Others:	<input type="checkbox"/> Superior	<input type="checkbox"/> Above	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Frequently annoying
Cooperation:	<input type="checkbox"/> Outstanding	<input type="checkbox"/> Cooperative	<input type="checkbox"/> Usually	<input type="checkbox"/> Uncooperative

Please comment on the following:

1. Would you recommend applicant for position applied for? Yes No

If no, please explain. _____

2. Would you reemploy? Yes No If no, please explain _____

3. General comments _____

Name: (print/type) _____ Title: _____

Signature: _____ Date: _____

School District/Business Address: _____ Telephone: _____

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