SEK Interlocal #637

## Application for Professional Employment

## INSTRUCTIONS FOR AN APPLICATION

This allows the applicant to complete the application on their own PC or Macintosh computer. The applicant will have the option of either mailing or e-mailing the completed application.

* Create a word processing document entitled:

Certified app <your name>

* Prefer the Times New Roman or Helvetica Fonts
* Prefer font size of 10 or 11
* Forms created in any of the following programs may be sent electronically to [kathy@sekconnection.com](mailto:kathy@sekconnection.com)

Microsoft Word

Appleworks

PDF File

*(Any other program must be printed and mailed.)*

If you prefer to send your application by regular mail or if you need additional information about making application for employment, please contact:

SEK Interlocal #637

400 N. Pine

Pittsburg, KS 66762

620-235-3180 or

800-281-2749

***Answer the following questions insuring they are kept in the same order.***

***Double-space where indicated. Attached is a sample application to assist you.***

### Full Name

### Current Address

City, State, Zip

Daytime Phone

Home Phone

E-mail address

Position(s) applying for, i.e., secondary math, elementary

### State(s) which you hold a teaching certificate

List all endorsements of teaching certificate including grade level

#### **Education** *(List most current first)*

University Degree Earned Year

University Degree Earned Year

High School Year Graduated

#### **Teaching Experience** *(List most current first)*

### School From \_ \_ \_ \_ to \_ \_ \_ \_ *(list yrs)* Assignment(s) GradeLevel

School From \_ \_ \_ \_ to \_ \_ \_ \_ Assignment(s) Grade Level

##### Student Teaching Experience *(for first year teachers only)*

School Year Assignment Grade Level

##### Other Professional Experience *(if applicable)*

Firm From \_ \_ \_ \_ to \_ \_ \_ \_ Job Title

###### References *(minimum of three)*

Name

School/Firm

Address

Position / Title

Telephone Number

Name

School/Firm

Address

Position / Title

Telephone Number

Name

School/Firm

Address

Position / Title

Telephone Number

*Please answer the following questions. Use as much space as needed to answer.*

List any academic or professional honors you have received?

List any hobbies or activities you enjoy in your leisure, especially those that support teaching, i.e., camp counselor or Sunday School teacher.

Why did you become a teacher, and what accomplishments do you hope to attain in your educational career?

Educational careers provide many gratifying moments. Choose one of your own personal experiences and tell us about it.

Educational careers also provide many frustrating moments. Choose one of your own personal experiences and tell us about it and how you chose to handle it.

In addition to submitting this application, I will have a copy of my transcript(s) and Professional Credential File sent to: SEK Interlocal #637

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