



It is the policy of the Ferndale Board of Education not to discriminate on the basis of race, color, religion, national origin, sex, disability, age, height, weight, marital status, genetic information, or any other legally protected characteristic in School District activities, programs, and employment.

Application for Employment Teaching - Administrative

NOTICE--The waiver and release found on the reverse side of this application allows the School District to conduct a complete background investigation of you. Read the waiver and release carefully before completing and signing this application.



FERNDALE PUBLIC SCHOOLS—2920 Burdette, Ferndale, MI 48220 AN EQUAL OPPORTUNITY EMPLOYER

Position Desired—Mark your preferences numerically. Kdg. _____ Grade 1-3 _____ Grade 4-6 _____ Grade 7-8 _____ H.S. _____ Administration _____

Date of Application ____ - ____ - ____ Date Available for Employment ____ - ____ - ____ Email _____

Name _____

Last First Middle

Present Address _____
Number Street

City State Zip

Home Phone Number _____
Area Code

Other names you have been known by including Maiden

Permanent Address _____
(if different from present) Number Street

City State Zip

Cell Phone Number _____
Area Code

STATEMENT OF TRAINING AND CERTIFICATION (As documented on Teaching Certificate)

Name of Schools Attended List all above 8 th Grade	Address	Degree Issued

CERTIFICATE (Elementary or Secondary - Circle one)

Major	# of Hours	Minor	# of Hours
1.		1.	
2.		2.	
3.		3.	
4.		4.	

Special Education Certified Areas

1.	3.
2.	4.

Vocation Education Certified Areas

1.	3.
2.	4.

EXPERIENCE (List most recent first)

(Teaching or other which is relevant to your ability—indicate student teaching)

Name of School and/or District City, State & Zip	Grade/Subject Taught	Principal or Supervisor	Number of Years

Have you ever been tenured? _____

If so, please attach documentation from employer that granted tenure.

See reverse Side

Total salary from current employment: _____ Have you served in the U. S. Armed forces? _____ If yes, Branch _____ List any extra-curricular activities which you are qualified and are willing to direct: 1. _____ 2. _____ 3. _____ Do you have duties, which would interfere with your accepting any assignment of the system, or attending meetings, or participating in other activities outside of school hours? _____ If so, what are they? _____ are you able to perform the tasks of the attached job description with or without accommodations? _____ If with accommodations, how would you perform the tasks and with what accommodations? _____

Have you ever been convicted for a crime, civil or military? Yes ___ No ___ *If yes, give details* _____

Have you been officially retired from full-time teaching through the Michigan Public School Employers' Retirement Fund? Yes ___ No ___ If yes, Retirement # _____

REFERENCES--Excluding Relatives (*Individuals who can attest to your ability or character, preferably professional educators.*)

Name	Position	Street and Number	City and State

READ CAREFULLY BEFORE COMPLETING AND SIGNING THIS APPLICATION:

My signature below authorizes the School District to conduct a background investigation and authorizes the release of information in connection with my application for employment. The investigation may include such information as criminal or civil convictions, driving records, previous employers and educational institutions, personal references, professional references, and other appropriate sources. I waive my right of access to any such information and, without limitation, hereby release the School District and the reference source from any liability in connection with its release and use. This release includes the sources cited above and specific examples as follows: law enforcement organization, information from the central criminal records exchange of either data on all criminal convictions or certification that no data on criminal convictions are contained, information from the Michigan or other state department of social services, child protection services unit and any locality to which they may refer for release of information pertaining to any findings of child abuse or neglect investigations involving me.

I agree to voluntarily undertake a physical examination (which may or may not include a psychological examination) and drug\alcohol testing as a condition of continued employment. I understand that the results of such examination and/or testing may be legitimate basis for my immediate termination. I release the School District and any medical personnel or institution or any approved testing facility in connection with the physical examination or drug\alcohol testing to which I voluntarily submit.

Furthermore, I certify that I have made true, correct and complete answers and statements on this application and the knowledge that they may be relied upon in considering my application and I understand that any omission, false answered statements made by me on this application, or any supplement to it, will be sufficient grounds for failure to employ or for my discharge, should I become employed with the School District.

All employment is subject to a criminal history check pursuant to state law.

Date: _____ Legal Signature of Applicant _____

Return this application to Administrative Services: Ferndale Public Schools—2920 Burdette—Ferndale, MI 48220

Be advised that this application will be placed in an active file for one (1) year from date of receipt.

Please attach your Credential File and Transcript(s) along with this application.