

Education

	Name of School	City, State Where Located	Did You Graduate?
Grade School			
High School			

Name & Location of College or University	Dates of Attendance	Semester Hours	Degree	Major	Minor

Are you presently working for a higher degree? Yes () No () Expected degree _____ Expected completion date _____

Other training or skills _____

Have you ever completed an apprenticeship program? Yes () No (). If yes, _____

What additional skills do you possess? _____

}

Where? _____
 When? _____
 Trade? _____

United States Military Service

Date from _____ Date to _____ Branch of Service _____ Rank When Leaving _____

Are you a member of a military reserve unit? Yes () No ()

Complete Employment Experience (Indicate all employers for last 6 years)

Name and Location of Previous Employment (most recent first)	Dates	Nature of Work-Specify	Supervisor

Are you presently employed? Yes () No () Present or last salary \$ _____ Name and address of present employer _____

May present employer be contacted? Yes () No () _____

Is any additional information associated with a different name necessary to check your work record with other employers? Yes () No ()

If yes, please explain: _____

References: Do not list references included in your college credentials (List 3)

Name	Position	Address and Telephone Number

Professional memberships: List any present or past memberships in professional societies or organizations (last 5 years)

Organization	Dates	Location	Organization	Dates	Location

Books, articles, etc. which you have authored: _____

This Page is For Teacher or Administrative Applicants Only

Type of Michigan Teaching Certificate Held (or Pending): (A copy of Both Sides of the Certificate Should Be Attached)

- () Provisional
- () Continuing
- () 30-Hour Continuing
- () Professional Education
- () Occupational Education
- () Vocational
 - () Temporary
 - () Full

Endorsements (list all on Certificate)

Grade (s)	Subjects
_____	_____
_____	_____
_____	_____

Vocational Authorization

Areas/Occupations

Are you certified or licensed in any other skill or profession?
 Yes () No ()
 If yes, which skill or profession?

What type of Out-of-State Teacher or Administrative Certificate do you possess?

Certificate Type(s): _____

(Attach any copies)

NOTE TO ALL CANDIDATES FOR TEACHING, ADMINISTRATIVE OR SUBSTITUTE TEACHING POSITIONS REGARDING GRADE TRANSCRIPTS & CERTIFICATES:

At the time of application, "unofficial" student copies of grade transcripts from colleges or universities are acceptable. If hired as a contracted teacher or administrator, however, official copies of transcripts from ALL colleges or universities are required along with the actual certificates for teaching or administration. If you have a certificate PENDING, a copy of the letter of recommendation from the college or university verifying that you have been recommended for certification is acceptable until the actual document has been received from the state.

Teaching and/or Administrative Experience: Do not list student teaching. Attach additional sheet if necessary.

Name & Address of Institution	Subject(s) Taught	From	To	Salary	Supervisor's Name	Telephone	Reason for Leaving

Total Full-Time Contracted Teaching/Administrative Experience: (School Years)

If teaching, are you presently under contract? Yes () No ()

If yes, when does contract expire? _____

Have you ever attained tenure in any Michigan School District? Yes () No ()

If yes, what District? _____

Have you ever been dismissed by a school district? Yes () No () If yes, what district? _____

If yes, state reason(s) _____

**Please Complete
 Back Page →
 Incomplete Applications
 Cannot Be Accepted.**

Candidate's Statement (All Applicants)

In the space below, and IN YOUR OWN HANDWRITING, please give a brief statement of why you feel you would be a good employee for the School District of the City of Saginaw if hired. Please confine your statement to this space. To be considered for employment, you must complete this section and sign and date the statement at the bottom of this page. If any additional materials are needed, we will contact you. Thank you for applying.

PLEASE READ ALL OF THE FOLLOWING CAREFULLY BEFORE SIGNING. YOUR SIGNATURE INDICATES THAT YOU EXPRESSLY AGREE WITH ALL OF THE FOLLOWING: "I certify that the facts set forth in my Application of Employment, in my resume and in the other materials I have submitted are true and complete. I understand that any false, misleading or incomplete information will result in disqualification from employment with the Employer or in dismissal from employment if an offer of employment has been made and accepted. I hereby authorize the School District of the City of Saginaw (hereinafter "the Employer"), to contact all my former and current employers, educational institutions and the other references I have provided regarding me and my performance record and work, academic and/or military experience. I hereby authorize my current and former employers to disclose to the School District all requested information, including but not limited to, any information concerning any unprofessional conduct by me, and to make available to the School District copies of all documents maintained in my personnel record, including but not limited to, documents relating to any unprofessional conduct by me. I also hereby release the Employer and its employees and agents, and all of my former and current employers, educational institutions, and the other references I have provided, from any and all liability and damages for releasing in good faith, or using, information concerning me and my performance record and work, academic and/or military experience. I also hereby waive any right under the Bullard-Plawecki Right to Know Act, 1978 PA 397, to receive written notice from the Employer or any former or current employer, that disciplinary reports, letters of reprimand, or other disciplinary action taken against me while employed, will be or have been disclosed to a third person or entity. I also understand that the Employer may conduct or have conducted by an individual or entity of its choice, a conviction-only criminal background history search on me. I hereby consent to this search being conducted and to the disclosure of the results of that search by the individual or entity conducting the search to the Employer. I further hereby release the individual or entity conducting the search, the Employer, and its employees and agents, from any and all liability, claims and damages, including but not limited to, claims for releasing or using any information revealed as a result of this search. I also understand and acknowledge that criminal convictions will result in disqualification from employment with the Employer or in dismissal from employment if an offer of employment has been made and accepted. In consideration of my employment, I agree and understand that, subject to any collective bargaining agreement applicable to me, my employment and compensation can be terminated with or without cause, with or without notice, at either my option or at the option of the Employer, it being mutually understood and agreed that my relationship with the Employer is one of employment at will and no representative of the Employer, other than the Board of Education acting at a duly called meeting in accordance with law, has any authority to enter into any agreement for employment for any period of time or to make any agreement contrary to the foregoing. I hereby consent to having a physical examination and/or test(s) conducted by a physician or other professional of the Employer's choice, and understand that any offer of employment is conditioned upon the results of this examination(s) and/or test(s). If I am employed, I understand that additional personal data will be required for determination of benefit eligibility and for statistical purposes. I will abide by all policies, rule and regulations, as amended from time to time, of the Employer."

SCHOOL DISTRICT OF THE CITY OF SAGINAW
550 Millard Street
Saginaw, Michigan 48607-1193
(989) 399-6500
www.spsd.net

Applicant Signature: _____ Date: _____
(Unsigned Applications Will Not be Accepted)