

**Chelsea Public Schools
City Hall
500 Broadway
Chelsea, MA 02150**

1. _____
Last First Middle Social Security Number
1. If information necessary to process this application is located under a different name, please include such name (s): _____
2. Permanent address: _____
Street City State Zip
3. Permanent phone number: () _____
4. Present address: _____
Street City State Zip
- Until _____ Telephone: () _____

Application for:

_____ **TEACHER/SPECIALIST**

- _____ Elementary
_____ Secondary

_____ **ADMINISTRATOR**

- _____ Elementary
_____ Secondary

_____ **SUBSTITUTE**

- _____ Elementary
_____ Secondary
_____ Both

_____ Full-time

_____ Part-time (if part-time note below the days and time periods you will be available .
If you become available for full-time employment, please notify the Personnel Office.)

5. Are you physically able to perform the duties or job for which you are applying?

6. Give title and degree of teaching and administrative certificates or other professional licenses held. Give expiration date.

A. _____

B. _____

C. _____

7. Are you under contract? _____ Date of expiration: ____/____/____

8. When will you be available to work? _____

9. What extra school activities do you feel competent to direct? _____

10. Please list any academic honors you have achieved and any educational committees on which you have served: _____

11. With which college placement office are you registered? _____

12. (A) Have you ever been disciplined, discharged, or asked to resign from a prior position?
____ Yes ____ No

(B) Have you ever been denied licensure or certification or has a professional license or certification held by you ever been revoked or suspended? ____ Yes ____ No

(C) Have you ever been accused of abuse including sexual abuse of another person?
____ Yes ____ No

(D) Have you ever been found guilty of (or pleaded no contest or nolo contendere to) any criminal offense involving sexual abuse of another person? ____ Yes ____ No

(E) Have you (a) ever been convicted of (or pleaded guilty, or entered a plea of 'no contest' or 'nolo contendere' to) any crime or criminal offense? You do not have to list (I) an arrest or disposition in which no conviction resulted. (II) a first conviction for any of the following misdemeanors: drunkenness, simple assault, speeding minor traffic violations, affray, or disturbance of the peace. (III) If you have not been convicted of any other offense within the past five years, a misdemeanor conviction which occur more than five years ago (or in which the completion of incarceration occurred more than five years ago, which ever is later). ____ Yes ____ NO

If you have answered "yes" to any one of the previous questions, please explain, in detailed, the circumstances on a separate sheet of paper including the date of the court action, the offense in

question, and the address of the court involved) and attach it to this application.

13. Have you ever been employed by Chelsea Public Schools ? ____Yes ____No
 If yes, give date and department _____

14. Are you or were you related by blood or marriage to any one employed in any capacity in the _____ the Chelsea School Department or in the City of Chelsea? ____Yes ____No
 If yes, give name(s) of relation(s), explain relationship, and state the department in the which the relative holds a position.

NOTE: There are no restrictions to employment with the Chelsea Public Schools.

EDUCATION

| | Name and Address | Program or course | Degree | Major | Year of Grad. | Dates Attd. | Sem/ Hours |
|-------------------------------------|------------------|-------------------|--------|-------|---------------|-------------|------------|
| High School | | | | | | | |
| College University (Under Graduate) | | | | | | | |
| Graduate School | | | | | | | |
| Additional courses and workshops | | | | | | | |

Undergraduate Major _____ Number of semester hours _____
 Undergraduate Minor _____ Number of semester hours _____
 Graduate Major _____ Number of semester hours _____
 Graduate Minor _____ Number of semester hours _____

STUDENT TEACHING EXPERIENCE

| School System | Subject and Grade | No.of Wks | Name of Supv. | Address |
|---------------|-------------------|-----------|---------------|---------|
| | | | | |
| | | | | |

TEACHER EXPERIENCE (Beginning with most recent position)

| | | | | |
|--|--|--|--|--|
| | | | | |
|--|--|--|--|--|

| School System | Position Held | Date From (Mo/Yr) To (Mo/Yr) | Name of Supervisor | Address of Supervisor |
|---------------|---------------|---------------------------------|-----------------------|--------------------------|
| | | | | |
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| | | | | |
| | | | | |

15. Additional information: Candidate may use another sheet of paper to add any significant information such as non-teaching employment, volunteer, military, civic, or other life experiences non included elsewhere.

ADMINISTRATIVE EXPERIENCE (Beginning with most recent position)

| School System | Position Held | Date From (Mo/Yr) To (Mo/Yr) | Name of Supervisor | Address of Supervisor |
|---------------|---------------|---------------------------------|-----------------------|--------------------------|
| | | | | |
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| | | | | |

REFERENCE: Please list four people who have observed your teaching and/or administrative skills who are able to give information relative to your qualifications for the indicated position.

| Full Name | Present Address | Official Position | Telephone Number |
|-----------|-----------------|-------------------|------------------|
| | | | |
| | | | |
| | | | |
| | | | |

FACTORS SUCH AS SEX, RACE, COLORS, NATIONAL ORIGIN, LAWFUL POLITICAL OR EMPLOYEE'S ORGANIZATION AFFILIATION, AGE, MARITAL STATUS OR NON-DISQUALIFIED HANDICAPPED ARE NOT CONSIDERATIONS IN EVALUATING THE QUALIFICATIONS OF AN EMPLOYEE OR CANDIDATE.

I hereby do () do not () authorized the Chelsea Public Schools to verify any of the information submitted in conjunction with this application including prior employment, educational record,

and state or local certification and I hereby do () do not () authorize any former or current employer and educational institution I have attend , or certifying body or agency to provide information from my record in conjunction with my application for employment with the Chelsea Public Schools.

NOTES:

- 1. One copy of your certification and three recent recommendations should accompany this application.**
- 2. Candidates should arrange to have placement papers and transcript forwarded.**
- 3. Interviews will be arranged with selected candidates on the basis of education**
- 4. Submission of false information will be considered for rejection of candidacy, voiding any employment offer of employment contract, or termination of employment.**
- 5. Application will not be considered unless complete.**

DATE

Signature of Applicant

In order to help us assess your qualifications and interest in teaching in the Chelsea Public Schools, we will ask you to share your philosophy of teaching with us. Please limit your remarks to this one sheet and provide specific examples wherever possible.

Date: _____

Signature: _____