

Employment Application for Substitute Teacher

*Tom Bean I.S. D.
P.O. Box 128
Tom Bean, TX 75489
An Equal Opportunity Employer**

Date of application _____			
Personal Data	Name _____ <small style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"><i>Last</i><i>First</i><i>Middle initial</i></small> Current address _____ <small style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"><i>Street/Box</i><i>City</i><i>State</i><i>ZIP Code</i></small> Other address where you may be reached _____ Home phone _____ Cell phone _____ Other phone _____ Other name that may appear on records _____ <small>(Used for certification, reference, and criminal history record checks)</small>		
Assignment Preference	Please list the days you are available to substitute and your assignment preferences. Day(s) of week <input type="checkbox"/> Every day <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday Assignment <input type="checkbox"/> Any assignment <input type="checkbox"/> Elementary <input type="checkbox"/> Intermediate <input type="checkbox"/> Secondary <input type="checkbox"/> Special Education Preferred campuses _____ _____ Are you receiving Texas Teacher Retirement (TRS) benefits? <input type="checkbox"/> Yes <input type="checkbox"/> No <small>(The amount of time that an individual receiving TRS benefits may be employed without affecting benefits is governed by TRS rules and laws.)</small>		
Position Data	Credentials included with application: <input type="checkbox"/> Résumé <input type="checkbox"/> All teaching and professional certificates or licenses <input type="checkbox"/> All transcripts showing degrees Have you been employed by Tom Bean ISD in the past? <input type="checkbox"/> Yes <input type="checkbox"/> No If you answered yes, provide dates of employment _____		
Education/Training	List the highest level of education attained: _____ Licenses and certificates granted _____		
Education/Training	Name and location of schools attended	Course of study and major/minor	Diploma, degree, certificate, or license granted
			Year graduated <small>(College only)</small>

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Certification	Certificates or Licenses Currently Held: <ul style="list-style-type: none"> <input type="checkbox"/> None <input type="checkbox"/> Valid Texas <input type="checkbox"/> Valid Other State _____ <input type="checkbox"/> Texas One-Year (out-of-state/country): Expiration date: _____ <input type="checkbox"/> Other: _____ Category/Level(s) of Certification: _____		
	Areas of Specialization/Supplemental Certificates/Endorsements (as listed on certification): _____ _____ _____		
	_____ _____		
	_____ _____		
Teaching Experience	List teaching experience beginning with most recent years.		
	Name and location of school		Name and location of school
	Type of assignment		Type of assignment
	Dates taught		Dates taught
	Principal's name and phone		Principal's name and phone
	Reason for leaving		Reason for leaving
	Name and location of school		Name and location of school
	Type of assignment		Type of assignment
	Dates taught		Dates taught
	Principal's name and phone		Principal's name and phone
Reason for leaving		Reason for leaving	

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Please provide a list of all other jobs or administrative positions you have held in the past 10 years. Attach additional sheets if necessary. Attach résumé if available.				
References	Employer name and location		Employer name and location	
	Position/title held		Position/title held	
	Dates employed		Dates employed	
	Supervisor's name and phone		Supervisor's name and phone	
	Reason for leaving		Reason for leaving	
	Employer name and location		Employer name and location	
	Position/title held		Position/title held	
	Dates employed		Dates employed	
	Supervisor's name and phone		Supervisor's name and phone	
	Reason for leaving		Reason for leaving	
Please list references the district can contact regarding your work history.				
	Full name of reference	School district/ firm name	Mailing address	Position/title
				Area code/ phone number

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General Information	<p>Have you ever been convicted of, pled guilty or no contest (nolo contendere) to, or received probation, suspension, or deferred adjudication for a felony or any offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, and indecency with a minor)? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please state where, when, and the nature of the offense _____ _____ _____</p> <p style="font-size: small;">(A felony conviction is not an automatic bar to employment. The district will consider the nature, date, and relationship between the offense and the position for which you are applying.)</p>
Verification	<p>I hereby affirm that all information provided in this application is true and accurate to the best of my knowledge and understand that any deliberate falsifications, misrepresentations, or omissions of fact may be grounds for rejection of my application or dismissal from subsequent employment.</p> <p>I authorize the references listed on the previous page to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all such parties from liability for any damage that may result from furnishing the same to you.</p> <p>I understand that the district is required by Texas Education Code to review criminal history record information of substitute teachers.</p> <p style="text-align: center; margin-top: 20px;">_____ Signature</p> <p style="text-align: center; margin-top: 20px;">_____ Date</p> <p style="margin-top: 20px;">This application becomes the property of the district. The district reserves the right to accept or reject it.</p>

**Applicants for all positions are considered without regard to race, color, national origin, religion, sex, marital status, veteran or military status, disability, or any other legally protected status*

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CRIMINAL HISTORY RECORD INFORMATION AUTHORIZATION

I AUTHORIZE TOM BEAN INDEPENDENT SCHOOL DISTRICT TO OBTAIN COPIES OF ANY INFORMATION PERTAINING TO ANY CRIMINAL HISTORY RECORD MAINTAINED BY ANY LAW ENFORCEMENT AGENCY AND TO USE SAID INFORMATION FOR THE PURPOSE OF EVALUATING MY APPLICATION FOR EMPLOYMENT. INFORMATION SUPPLIED BELOW IS REQUIRED FOR THE LAW ENFORCEMENT AGENCY TO PROVIDE A COPY OF THE CRIMINAL HISTORY RECORD, AND INFORMATION OBTAINED UNDER THIS SECTION SHALL BE OBTAINED ONLY FOR EVALUATING APPLICANTS FOR EMPLOYMENT.

NAME _____
 LAST FIRST MIDDLE

MAIDEN NAME / OTHER LAST NAMES _____

ADDRESS _____

STATE _____ COUNTY _____

PREVIOUS ADDRESSES _____

STATE _____ COUNTY _____

SEX _____ SOCIAL SECURITY NUMBER _____

RACE _____ DATE OF BIRTH _____

SIGNATURE _____ DATE _____

WITNESS _____ DATE _____

{ } 21.917 ACCESS TO POLICE RECORDS OF EMPLOYMENT APPLICANTS

- A SCHOOL DISTRICT IS ENTITLED TO OBTAIN CRIMINAL HISTORY RECORD INFORMATION THAT PERTAINS TO AN EMPLOYMENT WITH THE DISTRICT IF AT THE TIME OF THE REQUEST FOR THE INFORMATION, THE DISTRICT SUBMITS TO THE CUSTODIAN OF THE INFORMATION A SIGNED STATEMENT FROM THE EMPLOYMENT APPLICANT AUTHORIZING THE DISTRICT TO OBTAIN THE INFORMATION.
- A SCHOOL DISTRICT MAY OBTAIN INFORMATION UNDER THIS SECTION FROM ANY LAW ENFORCEMENT AGENCY, INCLUDING A POLICY DEPARTMENT OF CORRECTIONS.
- A SCHOOL DISTRICT MAY USE INFORMATION OBTAINED UNDER THIS ACTION ONLY FOR THE PURPOSE OF EVALUATING APPLICANTS FOR EMPLOYMENT. ADDED BY ACTS 1981 67TH LEG. P. 1867, CH. 444. EFF. AUG. 31, 1981. HOUSE BILL 1498, 71ST LEGISLATURE, AMENDED ABOVE SECTION OF TEXAS EDUCATION CODE 21,917 TO REQUIRE SCHOOL DISTRICTS TO OBTAIN A CRIMINAL HISTORY RECORD ON ALL APPLICANTS FOR EMPLOYMENT, UNLESS THE APPLICANT WAS INITIALLY CERTIFIED BY THE STATE BOARD OF EDUCATION IN THE YEAR PRECEDING THE DATE OF THE APPLICATION.