



Type of certificate held now

None  
 Valid Texas  
 Valid other state \_\_\_\_\_  
 Emergency (Texas)  
 Texas one-year certification: Expiration date \_\_\_\_\_/\_\_\_\_\_  
 Texas temporary administrative: Expiration date \_\_\_\_\_/\_\_\_\_\_

Areas of specialization

Administrator  
 Superintendent  
 Principal  
 Mid-Management Administrator  
 Elementary  
 Elementary and Kindergarten  
 Secondary (junior & senior high)

All Level Art  
 All Level Health and PE  
 All Level Music  
 Librarian  
 Counselor  
 Special Education (specify) \_\_\_\_\_

Vocational (specify) \_\_\_\_\_  
 Nurse  
 Visiting Teacher  
 Supervisor  
 Others (specify) \_\_\_\_\_

List teaching experience beginning with most recent years.

Name of School And location	Type of Assignment	Dates Taught	Reason for Leaving

Total creditable years \_\_\_\_\_ (Full-time teaching in college, public school, or in an accredited private school is creditable)

Please provide a complete listing of all other jobs or administrative positions you have held in the past five years. Attach additional sheets if necessary. Please attach resume, if available.

School District/ Firm Name	Position/ Title	Dates Employed	Reason for Leaving job

Omit references to organizations that would reveal race, age ethnic origin, sex, disability, or religious persuasion.

\*Publications/articles \_\_\_\_\_

\_\_\_\_\_

\*Seminars/workshops conducted \_\_\_\_\_

\_\_\_\_\_

\*Other related professional activities \_\_\_\_\_

\_\_\_\_\_

\*Do you have a relative who is a member of the Mt. Enterprise Board of Trustees?

yes  no If yes, please give the name of relative and relationship: \_\_\_\_\_

\_\_\_\_\_

\* Have you ever been convicted of a felony or offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, and/or indecency with a minor)?

yes  no

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Conviction of a felony 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.

Please list below references who may be contacted regarding your work history. Please include all manager/supervisors at the last two employing organizations who evaluated or supervised your performance.

Full Name of Reference	School District/Firm Name	Mailing Address & Phone #	Position Title



Please use this additional space if necessary.

---



---



---



---



---



---



---



---



---



---

In order for you to be given full consideration, the following items must be submitted:

1. The application form must be fully completed and signed.
2. A copy of your most recent, complete, transcript must be on file. This should be submitted with your application if possible.
3. A copy of your teaching certificate must be attached.
4. Recommendations from three (3) individuals must be on file. Many placement folders include this. YOU are responsible for requesting that your placement folder and/or individual letter of recommendation be sent to our office.

After your file is complete you will be eligible for a preliminary interview in the Human Resources Office. All ELIGIBLE applicants are entitled to a preliminary interview, and this may be scheduled by calling the secretaries in the Human Resources Office, Mt. Enterprise I. S. D.

If at any time you wish to withdraw your application, the transcripts will be returned upon request. Your application must be updated Each Year in order to remain active.

Thank you for your interest in the Mt. Enterprise Independent School District. We appreciate your efforts in helping us obtain the needed information for consideration of you as a prospective employee.

I hereby affirm that all information provided in this application is true and accurate to the best of m knowledge. I understand that, if employed, and falsified information may be considered sufficient cause for dismissal. Furthermore, this application becomes the property of the district which reserves the right to accept or reject it.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

I hereby authorize the district to obtain information from any law enforcement agency, including a police department, the Department of Public Safety, or the Texas Department of Corrections, that relates to employment with the district.

Return to:

\_\_\_\_\_  
Legal Signature of Applicant

\_\_\_\_\_  
Date

Mt. Enterprise I. S. D.  
301 West Third Street North  
Mt. Enterprise, TX 75681