

**EMPLOYMENT APPLICATION
CERTIFIED/PROFESSIONAL POSITION
MARION COUNTY SPECIAL EDUCATION COOPERATIVE #617**

PERSONAL DATA

DATE: _____

NAME: _____
 Last First Middle

PREVIOUS NAME(S): _____

PRESENT ADDRESS: _____
 Street City State ZIP

PERMANENT ADDRESS: _____
 Street City State ZIP

PHONE: _____ CELL: _____ E-MAIL: _____

KPERS Retired: Yes _____ No _____

POSITION DESIRED: _____

EDUCATION

Please provide the following information concerning your educational background.

Name	Location	Dates Attended	Diploma or Degree
High School	_____		
College or University	_____		

Number of hours earned when BA/BS degree was granted _____
Number of hours earned since BA/BS degree was granted _____
Number of hours earned when MA/MS degree was granted _____
Number of hours earned since MA/MS degree was granted _____
Total college hours earned _____

Areas of Special Education Certification

Grade Level

In your own handwriting state:

(1) Why you desire this position:

(2) Your greatest asset as an employee:

WORK EXPERIENCE

Please list work experience in chronological order listing your present employment first.

Dates Inclusive	Name & Address of Employer	Supervisor's Name	Your Job Title
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Moral turpitude is an act of baseness, vileness or depravity in the private and social duties that a person owes another member of society or society in general. Moral turpitude is contrary to the accepted rule of right and duty between persons, including but not limited to theft, attempted theft, murder, rape, swindling and indecency with a minor.

- Have you ever been convicted of or pled guilty or nolo contendere to a felony or any offense involving moral turpitude? Yes No
- Have you ever been convicted of a felony? Yes No
- Have you ever been convicted of a Misdemeanor? Yes No

If you answered yes, please explain on a separate piece of paper. State the nature of the crime, when and where convicted and the disposition of the case.

Conviction of a crime is not an automatic bar to employment.

Have you ever been dismissed or asked to resign from employment? Yes No

If yes, please explain:

Are you aware of any reason you would not be able to perform the duties required of the position for which you are applying?

Yes No

If yes, please explain:

REFERENCES

Please list three individuals who can attest to your personal and job related qualities.

Name	Relationship	Position	Phone Number
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ASSURANCES

I hereby certify that the information that I have provided on this application form to the best of my knowledge is true, accurate, and complete. Any misrepresentation or willful omissions of facts shall be sufficient cause for disqualification of this application or termination of employment. Furthermore, I understand that this application and records become the property of Marion County Special Education Cooperative #617, which reserves the right to accept or reject it. I further agree to observe all rules, regulations, and policies of the district now in force and effect or as they may change during my employment, if the district employs me. I also hereby authorize Marion County Special Education Cooperative #617 to conduct work history, personal reference or police record inquiries and a criminal background check to determine my acceptability for employment.

Signature of Applicant

Thank you for your interest in a Certified position at Marion County Special Education Cooperative #617. In order to complete the application process, please be sure the following items are on file with Marion County Special Education Cooperative #617.

1. Official letter of application
2. Resume
3. Completed application form
4. Copy of your college transcript and a set of your official credentials
5. Copy of your current teaching certificate

Send all information to: Marion County Special Education Cooperative #617
1500 E. Lawrence
Marion, KS 66861-1112
620-382-2858
Fax: 620-382-2063

Marion County Special Education Cooperative #617 does not discriminate on the basis of sex, race, color, national origin, handicap, or age in admission or access to, or treatment or employment in its programs or activities.