



Employment Application for Certified Staff

3/26/19

Mountain Lake ISD #173
450 12th Street PO Box 400
Mountain Lake, MN 56159

507 427 2323 phone
507 427 3047 fax

APPLICANT INFORMATION – Please Print

Date: _____ TRA #: _____ File Folder #: _____

Last name: _____ First name: _____ MI: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number(s): _____ e-mail address: _____

Have you ever filed an application with us before? Yes No

Have you ever been employed with us before? Yes No

How did you hear about this opening? _____

EDUCATIONAL EXPERIENCE

High School: _____ Graduation date: _____

College: _____ Dates: _____

Major/Minor: _____ Degree: _____

College: _____ Dates: _____

Major/Minor: _____ Degree: _____

Graduate School(s): _____ Dates: _____

Major/Minor: _____ Degree: _____

Other Training: _____ Dates: _____

Major/Minor: _____ Degree: _____

Total graduate credits beyond BA/BS for which you expect to be compensated: Transcripts need to be attached.

_____ Semester Credits _____ Quarter credits

Certification: List all areas in which you hold a valid MN and/or out-of-state teaching license/certification. _____

TEACHING EXPERIENCE

Please state your most recent teaching experience (Please record all certified teaching experiences on your resume).

School: _____ City: _____ State: _____

Grades taught: _____ Subjects taught: _____ Dates start /finish: _____

List Extra-Curricular activities with which you've had experience. (Attach additional pages if necessary) _____

REFERENCES

Name of most recent supervisor: _____ Title: _____

Supervisor's school: _____ Phone #: _____

E-mail Address: _____

May we contact this supervisor? Yes No

References should include superintendents, principals and/or professors who have first-hand knowledge of your professional competence and your personal qualifications. Experienced teachers should include superintendents and principals of each school in which applicant is or has been employed.

Name	E-mail address	Phone #
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

LICENSURE INFORMATION

Do you have a Minnesota teaching license? Yes No

What disciplines does your license cover? _____

Why do you want to work for ISD #173? _____

Indicate any world languages you can speak, read, and/or write which you may want us to consider in

making a hiring decision (optional).

GENERAL BACKGROUND INFORMATION

- Have you ever been convicted of a criminal offense? Yes * No
- Are you currently under charges for a criminal offense? Yes * No
- Within the past 10 years, have you been discharged from a job? Yes * No
- Within the past 10 years, have you been asked to resign from a job? Yes * No
- Have you ever been professionally disciplined in any state? Yes * No
- Are you subject to any visa or immigration status that could prevent your lawful employment?
 Yes * No
- Are you eligible for a variance to teach a discipline outside your license area? Yes * No

* If you answered “Yes” to any of the questions above please provide a detailed explanation on a separate sheet of paper (include dates, and attaché it with this application).

The Mountain Lake School District periodically receives requests from other organizations or local employers to refer applicants for employment. Do you grant permission for us to release your application for this purpose? Yes No

MILITARY INFORMATION (If applicable)

APPLICANT SIGNATURE

I hereby certify that the statements herein and all other information submitted, as a part of my application is true, complete, and correct to the best of my knowledge and belief. I understand that any false statements or significant omissions shall, at the direction of the school board, be grounds to disqualify my application or dismiss me from employment. I authorize the Mt. Lake School District to process my application for employment by verifying application information, obtaining other relevant information and opinions regarding my qualifications, and checking references with present and formers employers, schools, colleges and individuals. I hereby release the Mt. Lake School District, its employees, its representatives and such individuals or organizations from all liability or damage whatsoever incurred in obtaining or furnishing such information. The Mt. Lake School District is hereby authorized to access private data in accordance with Minnesota Statute Chapter 148A, if applicable.

Date

Signature

Date available for work: _____

In addition to this application, please submit: 1) cover letter, 2) resume, 3) transcript(s) 4) credentials (5) Praxis Scores

ISD #173 is an equal opportunity employer.