

SCHOOL ADMINISTRATIVE UNIT #67
55 Falcon Way
Bow, NH 03304
TEL: (603) 224-4728 FAX: 603-224-4111

PROFESSIONAL STAFF - EMPLOYMENT APPLICATION

Dunbarton Bow SAU 67 (Please check one.)

Position Sought: _____ Date of Application: _____

NAME: _____
 (Last Name) (First Name) (MI)

E-MAIL ADDRESS: _____

SOCIAL SECURITY # (optional) ____ / ____ / ____

PERMANENT ADDRESS: _____
 (Street Address)
 _____ Tel #: _____
 (City, State and Zip)

CERTIFICATION INFORMATION (Please attach a copy to this application.)

NH Certification	Area(s)	HQT Area(s)
Yes No		
Statement of Eligibility	Area(s)	
Yes No		

EDUCATION

School	Name & Location	Course Major	Years Completed	Did you Graduate?	List Degree(s)
Undergraduate			1 2 3 4	Yes No	
Graduate			1 2 3 4	Yes No	
Other			1 2 3 4	Yes No	

EDUCATION-RELATED WORK EXPERIENCE

(List most recent first.)

School _____ Location _____
 Job Title _____ Part-time ___ Full-time ___ Employment From _____ To _____
 Reason for Leaving _____

EDUCATION-RELATED WORK EXPERIENCE (Continued)

School _____	Location _____	Part-time ___	Full-time ___	Employment From _____	To _____
Job Title _____		Reason for Leaving _____			

School _____	Location _____	Part-time ___	Full-time ___	Employment From _____	To _____
Job Title _____		Reason for Leaving _____			

School _____	Location _____	Part-time ___	Full-time ___	Employment From _____	To _____
Job Title _____		Reason for Leaving _____			

OTHER WORK EXPERIENCE & OTHER QUALIFICATIONS

Employer _____	Location _____	Part-time ___	Full-time ___	Employment From _____	To _____
Job Title _____		Reason for Leaving _____			

Employer _____	Location _____	Part-time ___	Full-time ___	Employment From _____	To _____
Job Title _____		Reason for Leaving _____			

Note: Information omitted from this application will be excluded now and forever for purposes of placement on any SAU 67 salary schedule. All time gaps in education and experience should be explained (attach separate sheet, if necessary).

REFERENCES
(List at least three. We prefer that one be a current or former employer.)

Note: Those listed should be individuals who can attest to your qualifications for this position. Please include Superintendents and Principals under whom you have worked or others who can attest to your knowledge and skills as a teacher or administrator. When submitting letters of recommendation, they must have been written during the past six months and be dated as such, be signed, and bear original signatures. References may **not** be family members.

Name	Position/Title	Address	Telephone #

ADDITIONAL INFORMATION

Membership in Professional, Fraternal, and / or Civic Organizations: _____

Have you ever been non-renewed from a teaching and/or administrative position? ____ yes ____ no

If yes, please indicate name of District _____

Have you ever accepted an offer of resignation in lieu of non-renewal? ____ yes ____ no

If yes, please indicate name of District _____

The following must be submitted to complete your application:

- Letter of Interest
- Complete Resume
- Teaching Certificate (or Statement of Eligibility)
- Copy of College Transcripts
- Three Current Letters of Recommendation

APPLICATION SCREENING AUTHORIZATIONS

1. I certify that I have never been convicted of a criminal offense. Further, I certify that I have never been convicted of any offense involving sexual misconduct or moral turpitude and that I have notified the Superintendent of SAU #67 (and/or designee), of any and all pending litigation which may affect my ability to accept the position for which I am applying.
2. I certify that the facts contained in this application are true and complete to the best of my knowledge and belief. I acknowledge and understand that the Superintendent of Schools (and/or designee), and the School Board WILL BE RELYING ON the information contained in this application, and that the information is complete and accurate. I further understand and agree that, if employed, any falsified statements or any material half-truths, material misstatements or omissions on this application, without full disclosure of all relevant facts, shall be grounds for the School District to immediately VOID any employment contract with me, and shall be grounds for my immediate dismissal from employment with the School District.
3. I authorize SAU # 67 and/or its school districts and administrators to fully investigate all statements contained herein. Further, I authorize all references listed and all previous employers to give SAU # 67 and/or its school district administrators any pertinent information that they may personally know relative to me and/or any prior employment. I hereby release all parties from any or all liability for damages I may claim to suffer as a result of their furnishing such information to the District's representative(s).
4. I hereby agree and promise that, if hired, I will report to my school Principal and/or the Superintendent of Schools, any reason to suspect that another employee is involved in any illegal or immoral act which is likely to be harmful to the School District and/or its students and employees.
5. Effective August 2, 1997, New Hampshire statute RSA 189:13-a requires that SAU #67 complete a background investigation, which must include a criminal history records check on every selected applicant for employment in any position before a final offer of employment is made. The statute also requires that the selected applicant for employment submit to the District, as employer, a notarized criminal history records release form and a complete set of fingerprints so that the background investigation may be completed. By signing and submitting this application for employment, I understand that a complete background investigation, including a criminal history records check, will be conducted on me if I am selected for possible employment with the District and I agree that I will, upon request, provide the District with a notarized criminal record release authorization form and a complete set of fingerprints to facilitate that background check. I understand that any offer of employment that is extended to me by the District is contingent upon the completion of the background investigation, which includes a criminal records check, and the District's satisfaction with the results of that background investigation.

By signing below the applicant has read and agreed to the above statements.

Signature of Applicant

Date

Notice of Nondiscrimination

School Administrative Unit #67 and its member Districts (Dunbarton and Bow) do not discriminate on the basis of race, color, religion, marital status, national/ethnic origin, age, sex, sexual orientation, or disability in its educational programs, activities, and employment practices.

The following people have been designated to handle inquiries regarding the nondiscrimination policies: For 504 or IDEA issues, please contact **Ms. Tamara MacAllister**, Director of Student Services, SAU #67, 55 Falcon Way, Bow, NH 03304, (603) 224-4728; For Title IX or ESL issues, please contact **Ms. Tamara MacAllister**, Director of Student Services, SAU #67, 55 Falcon Way, Bow, NH 03304; (603) 224-4728. Inquiries concerning the application of the nondiscrimination policies may also be referred to the **Regional Director, Office of Civil Rights**, U.S. Department of Education, J.W. McCormack POCH, Room 222, Boston, MA 02109-4557.