

Application for Professional Position – Substitute application

Penn View Christian School

420 Godshall Road
Souderton, PA 18964

(215) 723-1196

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www.pennview.org

SUBSTITUTE TEACHER APPLICATION – Fill out highlighted sections please

Personal Profile

_____ **Last Name** _____ **First** _____ **Middle**

Address _____

_____ **City** _____ **State** _____ **Zip Code**

Telephone () _____ **E-mail Address** _____

Denomination _____ **Congregation** _____

Marital Status: Single Married Divorced Widowed Remarried

Spouse's name and occupation _____

What grades do you prefer (circle one or more)? Pre-K K 1 2 3 4 5 Middle School

List, in order, the three subjects you feel best qualified to teach. _____

What extracurricular activities do you feel capable of directing? _____

What are your career goals? _____

Why are you applying for a position with this school? _____

Educational and Employment Background

High School

School _____

Location _____

Undergraduate Colleges and Universities

Name of Institution _____

Location _____

Degree _____

Major _____ No. of Sem. Hrs. ____ Minor _____ No. of Sem. Hrs. ____
Number of semester hours in professional education courses _____

Supervised Student Teaching

Name of School _____

Location _____

Grade/Subject _____

Graduate Colleges & Universities

Name of Institution _____

Location _____

Degree _____

Regular Teaching Experience

List all experience chronologically. Indicate part-time teaching by an asterisk. Do not include substitute teaching unless it was a full-time position.

Inclusive Dates (mo/yr to mo/yr)

Name of School

Location

Grade/Subject

Other Employment

List any related non-teaching work experience.

Inclusive Dates (mo/yr to mo/yr)

Type of work

Employer and Address

Please submit a college/university transcript along with your application.

(If necessary, enclose sheet with additional listings of any above items.)

References

List the names of your pastor and three (3) persons who know directly of your work professionally or of your qualifications for teaching.

<u>Name</u>	<u>Position</u>	<u>Phone Number</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Teaching Certificate Held: State or Agency _____ Type _____ Expiration Date _____

When and why did you leave your last position? _____

Have you ever been dismissed or asked to resign from a teaching position? Yes No
(If "yes," give details on a separate sheet.)

Have you ever been convicted of, or are you currently charged with or under investigation for, any offense involving dishonesty, breach of trust, moral turpitude, or any other type of misdemeanor or felony?
 Yes (Give details on a separate sheet.) No

When can you begin a position, if appointed? _____

Are you under contract at the time of making this application? Yes No
For the ensuing year? Yes No

May your present employer be contacted? Yes No If "no," explain _____

Penn View Christian School is affiliated with the Mennonite church. To what extent are you familiar with the doctrines and practices of the Mennonite church?
 very little somewhat well acquainted

If you are familiar with the Mennonite church, are you in full sympathy with its doctrines and practices?
 Yes No

Are you legally entitled to work in the United States? Yes No

Act 34 – Before a job offer can be finalized, applicants must submit a Pennsylvania Criminal History Record Information.

Act 151 – Before a job offer can be finalized, applicants must submit a Pennsylvania Child Abuse History Clearance.

Act 114 – Before a job offer can be finalized, applicants must submit a Federal (FBI) Criminal History Report.

Certification

I give the school and its designated representatives permission to contact the schools, employers, and references named in this application and to investigate the information I have provided and to seek and obtain any other information the school considers relevant. I release the school and its representatives and the persons and organizations who provide this information from any liability for doing so.

I further waive the right to ever personally view any references given to the school.

In addition, I declare all my statements and answers which are part of this application to be complete and correct to the best of my knowledge.

Signature _____ Date _____