



Ryan Academy of Norfolk Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____
Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____
Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____
Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Teaching Experience

List all teaching experience chronologically, most recent experience first. Please list any additional teaching experience on a separate sheet of paper or attach a current resume.

Dates (From & To)	School	Location (City & State)	Grade(s) or Subject(s)
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BACKGROUND QUESTIONS

Please answer the following questions. Explain any "yes" answers to questions 3, 4, 5, and 6. YES NO

1. Do you possess a current, valid teaching credential? _____ _____

Type(s) & State(s): _____ Date(s) of Expiration: _____

Type(s) & State(s): _____ Date(s) of Expiration: _____

2. Have you ever had a teaching credential denied, suspended, or revoked? _____ _____

If yes, please explain: _____

3. Have you ever failed or refused to fulfill an employment contract with any school? _____ _____

_____ _____

If yes, please explain: _____

4. Have you ever for any reason been suspended, dismissed or asked to resign a teaching position? ----- -----

If yes, please explain: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____

Teacher applicants should attach the following:

1. A professional resume.
2. Copies of all official transcripts for undergraduate and post-graduate work.
3. Copies of all credentials if any or evidence, if any, of enrollment in a credential program.

Applicants who accept a position as a teacher with Ryan Academy of Norfolk will need to supply the following as a condition of employment:

1. An Employee's Withholding Allowance Certificate (IRS W-4 Form).
2. Verification of previous teaching and administrative experience, if any (teachers only).

STATEMENT OF NON-DISCRIMINATION

Employment at Ryan Academy of Norfolk will go to those individuals whose training and experience most nearly qualify them for the positions offered without regard to race, color, creed, sex, marital status, age, disability, or national origin.