(Revised July 30, 2003)

DRACUT PUBLIC SCHOOLS
2063 LAKEVIEW AVENUE
DRACUT, MA. 01826
TELEPHONE (978) 957-2660
FAX (978) 957-2682

APPLICATION FOR PROFESSIONAL POSITION

PERSONAL INFORMATION

Applicant's Name _____
(First) *(Middle)* *(Last)*

Permanent Address _____
(Number and Street) *(City)* *(State)* *(Zip Code)*

Telephone _____ Date Of Birth _____
(Area Code) *(Month)* *(Day)* *(Year)*

Temporary Address _____
(Number and Street) *(City)* *(State)* *(Zip Code)*

Telephone _____
(Area Code)

Are you a U.S. Citizen?_____ Social Security Number _____/_____/_____

Are you Certified in Massachusetts _____ ? Certification Number _____

If yes, in what areas or subjects? 1._____ 2. _____

If no, have you made an application for certification? _____ When?_____

Please indicate whether this application is for an **ADMINISTRATIVE POSITION, A PERMANENT TEACHING OR PROFESSIONAL POSITION:**

ADMINISTRATIVE _____ **PERMANENT TEACHING** _____ **OTHER PERMANENT POSITION** _____

NOTICE OF NONDISCRIMINATION

The Dracut Public Schools does not discriminate on the basis of race, color, national origin, age, sex or handicap in admission to, access to, treatment in or employment in its programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Coordinator of Elementary Curriculum and Professional Development, K-6
2063 Lakeview Avenue
Dracut, MA. 01826
(978) 957-2617

Inquiries concerning the application of nondiscrimination policies may also be referred to the Regional Director, Office of Civil Rights, U.S. Department of Education, J. W. McCormack P.O. C.H., Room 222, Boston, MA. 02109-4557.

PLEASE SUPPLEMENT THIS APPLICATION WITH A PERSONAL RESUME.

EDUCATIONAL BACKGOUND*

	Institution	City	State	Degree	Credit Hours
High School					
Undergraduate Study					
Graduate Study					
Post-Graduate Study					
Post Graduate Study					

Undergraduate Major_____Undergraduate Minor_____ Graduate Major_____

**Applicant must provide official college transcript; photocopies thereof are not acceptable.*

ADMINISTRATIVE/TEACHING EXPERIENCE *(Include any student teaching if applicable)*

School	City	State	Assignment	From	To	Total Years	Final Salary

EMPLOYMENT EXPERIENCE OTHER THAN TEACHING *

Employer	City	State	Assignment	From	To	Total Years	Final Salary

**You may include in your work experience any verified work performed on a volunteer basis.*

PROFESSIONAL AFFILIATIONS*

1._____ 2._____

3._____ 4._____

5._____ 6._____

**List only relevant educational organizations of which you are a recognized member.*

CURRICULAR ACTIVITIES*

1._____ 2._____

3._____ 4._____

5._____ 6._____

7._____ 8._____

** List those high school, college, athletic, and other co-curricular activities in which you have participated; check those for which you are willing and feel qualified to conduct.*

PROFESSIONAL REFERENCES

1. Name _____

   Official Position _____

   Address _____Telephone (_____) _____

2. Name _____

   Official Position _____

   Address _____Telephone (_____) _____

3. Name _____

   Official Position _____

   Address _____Telephone (_____) _____

Please have three (3) letters of reference and an official copy of your college transcript forwarded to the Office of the Superintendent to complete this application.

SPECIAL SKILLS AND QUALIFICATIONS

Summarize special job-related skills (computer skills, etc.) and qualifications acquired from employment or other experience.

_____

_____

_____

_____

AGREEMENT

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

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Town of Dracut and its schools.

_____ _____

Signature Date