



1612 Wadsworth Street
 Radford, Virginia 24141
 Telephone (540) 731-3647

Application for Employment as Professional Educator

Procedures:

1. Applicant must respond on this form to all items.
2. Applicant must have sent to School System as soon as possible official transcripts of all college and university courses completed; VA Communication Literacy Assessment scores (if seeking initial licensure), and/or a copy of current teaching license.
3. School System will keep application on file for one year after the date of receipt unless notified otherwise.
4. Due to the volume of applications on file, School System will be unable to notify the applicant when vacancies are filled. Applicant may contact School System at any time concerning status of application and job openings. For your information, openings are posted on the division webpage at www.rcps.org

Applicant's full name:

<i>First Name</i>	<i>Middle Name</i>	<i>Last Name</i>

Present Address:

<i>Street</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>

<i>Address Until:</i>	<i>Phone Number:</i>

Permanent Address:

<i>Street</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
<i>Phone Number:</i>	<i>Email Address:</i>		

Level(s) for which you are applying:

Elementary		Middle		High	
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Grade(s) or subjects for which you are applying in order of preference:

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Describe your education background as follows:

College or University Attended	Major and Degree Received	Dates Attended

List any college activities you participated in and any honors received:

Give below as references three persons qualified to answer concerning your fitness for the position you seek. Include especially superintendents and principals under whom you have taught. Indicate any who are related to you.

Name of Reference	Address	Reference's Position	Reference's Telephone No.

Number of days absent from work during the last twelve months:

Can you perform the functions of this job?

For the purpose of the Immigration Reform and Control Act, are you legally eligible for employment in the United States?

Yes		No	
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Please respond to the following questions:

Questions:	YES	NO
1. Have you ever been discharged or requested to resign from a former position?		
2. Have you ever been refused renewal of a contract?		
3. Is any complaint of child abuse or neglect against you pending or under investigation or has any such complaint ever been determined to be founded?		
4. Have you ever been charged with or convicted of a felony; a misdemeanor involving (i) sexual assault as established in article 7 (18.2-61 et seq.) of Chapter 4 of Title 18.2, (ii) obscenity and related offenses as established in Article 5 (18.2-372 et seq.) of chapter 8 of Title 18.2, (iii) drugs as established in Article 1 (18.2-247 et seq.) of Chapter 7 of Title 18.2, (iv) moral turpitude or (v) the physical or sexual abuse or neglect of a child, or an equivalent offense in another state?		
5. Have you ever been convicted of any other violation of the law other than a minor traffic violation?		

If the answer to any of the above questions is YES, provide a detailed explanation below.

Please make any other comments you wish to be considered in regard to your qualification for the position sought:

I hereby authorize the Office of Personnel to conduct work history, personal reference, police record inquiries, and a search of the registry of founded complaints of child abuse and neglect and waive the right to hold liable those persons for providing any requested information. It is understood that such information is to be absolutely privileged, confidential, and used only in determining my qualifications for employment and assignment. My consent is required for a search of the registry of founded complaints of child abuse and neglect. I hereby give such consent.

Signature:	Date:

Non-Discrimination Statement

The Radford City School Board does not discriminate on the basis of race, color, sex, age, religion, national origin, marital status, or disabling condition (except in situations where such disability will constitute an employment liability) in admission or access to or treatment or employment in its programs and activities. The Superintendent of Schools is designated as the responsible person regarding assurances and non-discrimination. The Superintendent may be reached at the following address: School Administration Building, 1612 Wadsworth Street, Radford, Virginia 24141.