



# Palo Verde Unified School District

Office of the Director of Human Resources

825 North Lovekin Blvd, Blythe, CA 92225

Telephone (760) 922-4164 x 1247

## CERTIFICATED EMPLOYMENT APPLICATION

### PERSONAL INFORMATION:

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Other Name \_\_\_\_\_

Mailing address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Permanent Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Check if over 65 years \_\_\_\_\_ Health Condition \_\_\_\_\_ Length of Military Service \_\_\_\_\_

Email Address \_\_\_\_\_ Total years Teaching (Do not include student teaching) \_\_\_\_\_

### POSITION(S) APPLYING FOR:

Elementary \_\_\_\_\_

First Preference \_\_\_\_\_ Second \_\_\_\_\_ Third \_\_\_\_\_

Middle \_\_\_\_\_

Other subjects you are qualified to teach; activities to direct; or positions to fill: \_\_\_\_\_

High \_\_\_\_\_

### CREDENTIAL STATUS:

Type \_\_\_\_\_ State: \_\_\_\_\_ Authorization(s) \_\_\_\_\_ Expires \_\_\_\_\_

Type \_\_\_\_\_ State: \_\_\_\_\_ Authorization(s) \_\_\_\_\_ Expires \_\_\_\_\_

### EDUCATIONAL TESTING COMPLETED (i.e.; CBEST, RICA, CSET, PRAXIS etc.):

Type \_\_\_\_\_ Date of Test \_\_\_\_\_ Results \_\_\_\_\_

Type \_\_\_\_\_ Date of Test \_\_\_\_\_ Results \_\_\_\_\_

### LIST OF EXPERIENCE:

List all years of experience. Including type: Regular, Student, Teaching, or Substitute. Use separate sheet of paper if necessary.

Type	Dates To/From	Grade or Subject	School	District	Districts Complete Address (including zip and telephone number)

### EDUCATION:

College or University Education (Name and location of each institution attended)	Graduate/Degree	Major	Minor

Number of SEMESTER UNITS beyond B.A. Degree \_\_\_\_\_ beyond M.A. Degree \_\_\_\_\_

Number of QUARTER UNITS beyond B.A. Degree \_\_\_\_\_ beyond M.A. Degree \_\_\_\_\_

### PROFESSIONAL REFERENCES:

Include only those who have knowledge of your teaching experience; e.g., superintendents, principals, supervisors, and student teaching master teachers. (3 required)

Name	Position	Complete Address & Telephone

Please circle the correct response:

1) Do you have qualifications which especially equip you to work with culturally different and/or minority groups and multiethnic programs? Yes No

If yes, please explain \_\_\_\_\_  
\_\_\_\_\_

2a) Has your credential ever been suspended or revoked? Yes No

2b) Have you ever been dismissed or asked to resign from any teaching position? Yes No

If yes, please explain \_\_\_\_\_  
\_\_\_\_\_

3a) Have you ever been convicted of a felony? Yes No

3b) Have you ever been arrested for anything other than a minor traffic violation? Yes No

If yes, please explain \_\_\_\_\_  
\_\_\_\_\_

4) Are you able to perform the essential functions of the job with or without reasonable accommodations? Yes No

If no, what can be done to accommodate your limitations? \_\_\_\_\_  
\_\_\_\_\_

5) Do you speak, read or write any language other than English? Yes No What language(s) \_\_\_\_\_

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**APPLICATION PROCEDURE**

All application materials for each applicant will be evaluated. Those who are considered to be the best qualified and whose qualifications best meet the needs of the district will be scheduled for a personal interview.

**DISQUALIFICATIONS**

While an applicant may wish to get information about the community and the school district, anyone who attempts to directly contact individual Board of Education members with the intent of influencing the decision of the Board, will be considered to have disqualified himself/herself for the position.

**APPLICATION PROCEDURE**

Certified Applicants

Well-qualified applicants are invited to apply. A cover letter should accompany the application. A complete application file consists of:

- A completed application form
- A personal, up-to-date resume
- A set of professional placement papers and/or three professional references
- A copy of the required credential(s)
- Any related test results including (CBEST; CSET; PRAXIS; NCLB, etc.)
- Copies of transcripts

**ALL APPLICANTS**

My signature acknowledges that I understand the documents for a complete application file and that these items must be mailed and received by the Palo Verde Unified School District Personnel Division prior to the closing date and time on the job opening posting. I recognize that failure to submit all required application materials/information will prohibit me from being considered for employment for the position for which I have applied.

I certify that the answers given by me to the foregoing questions are true and correct without consequential omissions of any kind. I agree that the school district shall not be liable in any respect if my employment is terminated because of omissions or false statements made by me on this application. I authorize the companies, school, or persons named as references to give information regarding my training or employment. I hereby release said companies, schools, or persons, from liability in issuing this information.

I attest, under penalty of perjury that the documents presented as evidence of identity and employment eligibility are genuine and relate to me. I am aware that the federal law provides for imprisonment and/or fine for any false statements or use of false documents in connections with this application.

Signature (required) \_\_\_\_\_ Date \_\_\_\_\_

The Palo Verde Unified School District prohibits discrimination, harassment, intimidation, and bullying based on actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sex, sexual orientation, parental, family, or marital status, or association with a person or a group with one or more of these actual or perceived characteristics.

I certify that all statements made here on are true and correct to the best of my knowledge and investigation of all statements recorded. I realize from all liability  
Persons and organizations reporting information required by this form. Proof of citizenship or the right to legally work in the United States is required.

Signature \_\_\_\_\_ Date \_\_\_\_\_