

# CERTIFICATED APPLICATION

ONEIDA SCHOOL DISTRICT #351  
175 JENKINS AVE., MALAD, ID 83252  
(208) 766-4701

An Equal Opportunity/Affirmative Action Employer

Name \_\_\_\_\_ Social Security No. \_\_\_\_\_

Permanent Address \_\_\_\_\_ Phone \_\_\_\_\_

Present Address Until \_\_\_\_\_:  
\_\_\_\_\_ Phone \_\_\_\_\_

## PERSONAL DATA

List those extra-curricular activities which you feel competent to sponsor or direct \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

List those extra-curricular activities which you have sponsored or directed \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

On a separate sheet of paper, please write an explanation, not to exceed 250 words, of your major strengths as they apply to the position for which you are making application.

## PROFESSIONAL INTEREST

State position desired in the school district  
in order of preference:

\*1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

\* Primary position for which application is made

If you have a valid Idaho Teaching  
Certificate complete the following:

Title Certificate \_\_\_\_\_

Date Certificate issued \_\_\_\_\_

If you do not have a valid Idaho Certificate,  
check here /\_\_\_\_\_/

Where are your credentials on file?

\_\_\_\_\_  
\_\_\_\_\_

**EDUCATIONAL TRAINING (List in order of attendance)**

(Check to indicate class hours)  
 /\_\_\_\_/ Semester /\_\_\_\_/Quarter

College and/or University	Location	Dates Inclusive	Degree Earned	Major	Hours	Minor	Hours

**TEACHING AND JOB-RELATED EXPERIENCE**

List most recent experience first .

Name	Employer Location	Supervisor	No. of Years	Date From	To	Position Held

**REFERENCES** If you have had teaching experience list – Superintendents and Principals for whom you have taught (most recent first)

Name	Title	Address	Telephone No.	Year

Notice: Employment will be based on the following procedures unless otherwise noted on vacancy listing:

1. Preliminary screening of applicants will be based on ability to meet job description requirements as evidenced by completed application, placement files and transcripts. Supportive job-related information not on this form nor in credentials may be submitted by the applicant. (Application materials received at the district office more than 10 days after the application deadline will not be accepted.)
2. Additional data will be requested from the candidate or from reference after step one, such as letters of recommendation and other information as determined by the district office.
3. Finalists will be required to attend a personal interview at the district office.
4. A recommendation for employment will be submitted to the Board of Trustees.

5. Notification of employment will be sent to the candidate.

It is the candidate's responsibility to check on employment status. Notice of vacancy closings will be remitted to teacher placement centers and district postings only.

I hereby certify that the information herein is a true and complete statement of my personal and professional record to date.

\_\_\_\_\_  
 Signature of Applicant

\_\_\_\_\_  
 Date