

# Shiner Independent School District

P.O. Box 804, Shiner, Texas 77984  
(361) 594-3121

## EMPLOYMENT APPLICATION FOR SUBSTITUTE TEACHER

We consider applicants for all positions without regard to race, color, national origin, age, religion, sex, marital status, veteran or military status, disability, or any other legally protected status.

*AN EQUAL OPPORTUNITY EMPLOYER*

<b>Personal Data</b>	Date of Application _____  Name _____ <div style="display: flex; justify-content: space-around; width: 100%; font-size: small;"> <span><i>Last</i></span> <span><i>First</i></span> <span><i>Middle Initial</i></span> </div> Current Address _____ <div style="display: flex; justify-content: space-between; width: 100%; font-size: small;"> <span><i>Street/Box</i></span> <span><i>City</i></span> <span><i>State</i></span> <span><i>Zip Code</i></span> </div> Other Address where you may be reached _____  Work Phone _____ Home Phone _____  Other name that may appear on records _____ <i>(Used for certification, reference, and criminal history checks)</i>			
<b>Position Data</b>	Please list the days you are available to substitute and your campus preference: Day(s) of week: <input type="checkbox"/> Everyday or only the following: <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday Campus: <input type="checkbox"/> Elementary <input type="checkbox"/> High School <input type="checkbox"/> Both  Have you been employed by Shiner ISD in the past? <input type="checkbox"/> Yes <input type="checkbox"/> No  If you answered yes, provide dates of employment _____			
<b>Education/Training</b>	Check the highest level of education attained: <input type="checkbox"/> High School Graduate <input type="checkbox"/> GED <input type="checkbox"/> Less than two years of college <input type="checkbox"/> Two or more years of college <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Master's Degree  Other training or education _____			
	Name and location of schools attended	Course of study and major/minor	Diploma, degree, certificate, or license held	Year graduated (college only)

**Certification**

Certificate or License Currently Held:

- None
- Valid Texas
- Valid Other State \_\_\_\_\_
- Texas Emergency
- Texas One-Year: Expires \_\_\_\_\_
- Texas Temporary Administrative: Expires \_\_\_\_\_

Level(s) of Certification: \_\_\_\_\_

Areas of Specialization/Endorsements (as listed on certification)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Teaching/Work Experience**

List teaching/work experience beginning with most recent years.

Name and location of school/business	Type of Assignment	Dates employed	Reason for leaving

**Additional Information**

List any experience you have had supervising children or any other information you which to provide us with pertaining to this position:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

<b>References</b>	Please list references who are qualified and willing to give an honest appraisal of your qualifications for this position.				
	Full Name of Reference	School District/Firm Name	Mailing Address	Position/Title	Phone Number including area code
<b>Verification</b>	<p>I hereby affirm that all information provided in this application is true and accurate to the best of my knowledge and understand that any deliberate falsifications, misrepresentations, or omissions of fact may be grounds for rejection of my application or dismissal from subsequent employment.</p> <p>I authorize the references listed on the previous page to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all such parties from liability for any damage that may result from furnishing the same to you.</p> <p>I understand that the district is authorized by Texas Education Code § 22.083 to obtain criminal history record information on applicants the district intends to employ.</p> <p style="text-align: center;"> <span style="margin-right: 200px;">_____</span> <span>_____</span>  Signature Date </p> <p>This application becomes the property of the district. The district reserves the right to accept or reject it. This application shall be considered active for 12 months. If you have not received a response during this time period, you may reapply or reactivate your application.</p>				

## CRIMINAL HISTORY RECORD INFORMATION ADDENDUM

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### Confidential\*

The Shiner Independent School District is required by Texas Education Code Chapter 22, Subchapter C to review the criminal history of applicants, employees, independent contractors, student teachers, and certain volunteers. The information requested below is necessary to obtain criminal history record information.

*Please print.*

Name \_\_\_\_\_  
*Last First Middle*

Social Security Number \_\_\_\_\_ Date of birth \_\_\_\_\_

Driver's License \_\_\_\_\_  
*State and Number*

Mailing Address \_\_\_\_\_  
*Street City State Zip*

Sex:  Male  Female

Ethnicity:  Black  White/Other

I understand that the information I am providing about age, sex, and ethnicity will not be used to determine eligibility for employment but will be used *solely* for the purpose of obtaining criminal history record information.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\* This form will be removed from the application and filed separately in the HR office.