

OFFICE USE ONLY
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SENIORITY DATE _____

APPLICATION FOR POSTED JOB VACANCY

Name _____ Position Requested _____

School/Department _____ Posting No. _____

Applicant's Present Position _____ School/Dept/Other _____

STANDARDS OF THE POSTING:

A. Certification Required _____
(as listed on the job posting)

B. Special Criteria or Skills Required _____ or _____ None Listed
(as listed on the job description) (please check if none listed)

DO YOU MEET THE STANDARDS (A AND B ABOVE) SET FORTH IN THE JOB POSTING? YES NO

If yes, for classroom teacher positions list below ALL relevant qualifications as required in West Virginia Code §18A-4-7a.

1. **A. Applicant's Certification, licensure:** _____

B. Special Criteria or Skills (Complete if listed as a requirement on the job posting. Be specific.)

2. **Teaching experience in the required certification area (private or public schools). (Must be able to verify).**

Regular full-time: _____ Years _____ Months _____ Days
Substitute teaching: _____ Years _____ Months _____ Days

Do not write in this box. Office use only. Total amount of teaching experience: _____ Years/Months/Days

3. The amount of **course work** in the relevant field _____ Semester Hours

The degree level (bachelors, masters, doctorate) in the relevant field: _____

Degree level generally: _____

4. Academic achievement.

GPA (undergraduate) _____ GPA (graduate) _____

5. Holds Certification by the National Board for Professional Teaching Standards. ____ Yes ____ No

6. Specialized training relevant to the performance of the duties of the job. (Use back of application, if needed.)

Training _____ Date(s) _____ Provided by _____
Training _____ Date(s) _____ Provided by _____
Training _____ Date(s) _____ Provided by _____

7. Classroom teacher: Past evaluations of performance in the teaching profession as a certified educator. Other professional positions conducted as per W. Va. Code §§18A-2-12 and 18A-3C-2.

Evaluation Rating(s): _____

8. Seniority date: _____ = _____ Years _____ Months
(Regular employee only)

(*New applicants who have accrued seniority as a substitute teacher (a minimum of 133 days/year) with Jackson County Schools may use that seniority for the purpose of applying for employment as a permanent, full-time professional employee. Prorate for each year as follows: Number of days (must be 133 or greater) divided by 200 days. For example: Worked 159 days in 2011-2012. Prorated seniority: (159 divided by 200 = 0.795). Worked 141 days in 2012-2013 (141 divided by 200 = 0.705). Total seniority: 1.5 years.

I have gained seniority as a substitute teacher as follows:

School year: _____	Number of Days Worked _____	÷ 200 = _____
School year: _____	Number of Days Worked _____	÷ 200 = _____
School year: _____	Number of Days Worked _____	÷ 200 = _____
School year: _____	Number of Days Worked _____	÷ 200 = _____

Total Substitute Seniority: _____ Years _____ Months

My signature certifies that the information provided in this application is true, correct, and complete. I further understand that my qualifications will be rated based upon the information provided in this application. For professional personnel, including classroom teachers, other measures or indicators upon which qualifications may be fairly judged, as well as the interview process with the principal and/or faculty senate, if requested, will be included to determine the applicant's qualifications.

Signed _____ Social Security _____

Address _____

Telephone Number: Work _____ Home _____ Cell _____

E-mail Address _____