



EMPLOYMENT APPLICATION

PERSONAL INFORMATION

First Name:

Middle Name/Initial:

Last Name:

Previous/Alternate Name:

Home Street Address:

City:

State:

Zip:

Primary Phone:

Alternate Phone:

Personal Email Address:

POSITION & LOCATION

I am a current employee requesting consideration for transfer.

I previously worked for Constellation Schools. Year(s) of employment:

I wish to be considered for the following position(s):

Salary Expectations/Rate of Pay Desired:

Location(s) Desired:

Old Brooklyn Community Elementary

Puritas Community Middle

Collinwood Village Academy

Old Brooklyn Community Middle

Shaker Academy

Eastside Arts Academy

Parma Community (Day Drive)

Stockyard Community Elementary

Elyria Community Elementary

Parma Community (Pearl Road)

Stockyard Community Middle

Elyria Community Middle

Parma Community (Snow Road)

Westpark Community Elementary

Lorain Community Elementary

Parma Community (Middle-W.54)

Westpark Community Middle

Lorain Community Middle

Parma Community (High-W.54)

Westside Community School of the Arts

Madison Community Elementary

Puritas Community Elementary

Constellation Schools Administrative Offices

REFERRAL SOURCE

Where did you learn about this position?

Employee Referral. Name of Employee:

College Posting Board. Name of College:

College Job Fair. Name of College:

Constellation Website

- Indeed.com
- K12JobSpot.com
- ODE Website
- Other Website. Please specify:

EDUCATION

High School:

City: State:

College (1):

City: State:

Major: Minor:

Type of Degree: Degree Earned: Yes No

College (2):

City: State:

Major: Minor:

Type of Degree: Degree Earned: Yes No

List any additional education or training experience you would like us to know about:

TEACHER QUALIFICATIONS

I am licensed in the State of Ohio. Yes No If no, please indicate reason for pending license or state in which licensure was issued:

Area of Concentration:

Grade level(s):

License/Certificate Number: Issued Date:

Expiration Date of License:

Total Number of Completed Years of Experience:

Are you Highly Qualified? Yes No If yes, indicate the best option that represents your HQT status:

- NTE/Praxis II – State License Academics Major or 30 hours in content area Masters Degree
 8 Yr Professional Certificate National Board Certificate Permanent Certificate
 Expanded Ohio HQT Rubric 90 completed & approved clock hours of professional development (LPDC)

WORK EXPERIENCE

Employer Name:

City:

State:

Supervisor Name:

Phone:

Position Held:

Date of Employment:

Description of Duties:

Starting Rate of Pay:

Ending Rate of Pay:

Reason for Leaving:

May we contact this Employer? Yes Not at this time

Employer Name:

City:

State:

Supervisor Name:

Phone:

Position Held:

Date of Employment:

Description of Duties:

Starting Rate of Pay:

Ending Rate of Pay:

Reason for Leaving:

May we contact this Employer? Yes Not at this time

Employer Name:

City:

State:

Supervisor Name:

Phone:

Position Held:

Date of Employment:

Description of Duties:

Starting Rate of Pay:

Ending Rate of Pay:

Reason for Leaving:

May we contact this Employer? Yes Not at this time

KNOWLEDGE, SKILLS, ABILITIES

List your professional memberships, activities (board positions, speaking engagements, etc.):

List your published works, include a brief description of each:

Describe your technology skills (software, online tools, multimedia tools):

List your involvement with advising extracurricular activities (tutoring, clubs, teams, etc.):

List your community involvement, volunteer activities, etc:

List any military experience:

BACKGROUND

Do you have any misdemeanor or felony charges that may preclude you from being considered for employment?

Yes No If yes, please explain:

ACKNOWLEDGEMENT

I certify the information contained in this application is true, correct and complete. I understand that statements and information on this application, if found to be inaccurate, may result in dismissal from employment.

Signature:

Date:

ADDITIONAL MATERIALS & APPLICATION INSTRUCTIONS

Cover letter, resume, transcripts, licensure copies, and letters of recommendation should be forwarded along with this application **in one email** to hr@constellationschools.com.