



# BENNINGTON PUBLIC SCHOOL DISTRICT

729 N Perry  
Bennington OK 74723  
(580) 847-2310

### Personnel Use Only

Resume       References  
 Transcript       Certificate  
 OSBI Background Check  
 Care & Prevention / Coach

## APPLICATION FOR EMPLOYMENT

*The Bennington School Board is an Equal Opportunity Employer*

### PERSONAL DATA

**NAME**

\_\_\_\_\_ (Last Name)      (First Name)      (Middle)

Any other name(s) under which transcripts, certificates and former applications may be listed:

**NAME(S)**

\_\_\_\_\_

**PRESENT ADDRESS**

\_\_\_\_\_ (Street)      (City/State)      (Zip)

**PERMANENT/ OTHER ADDRESS**

\_\_\_\_\_ (Street)      (City/State)      (Zip)

**TELEPHONE NO.**

( \_\_\_\_\_ ) \_\_\_\_\_ (Present)      ( \_\_\_\_\_ ) \_\_\_\_\_ (Cell / Other)      ( \_\_\_\_\_ ) \_\_\_\_\_ (Work)

**EMAIL ADDRESS**

\_\_\_\_\_

My signature below authorizes representatives of the Board of Education of the Bennington Public School District to conduct a background investigation and authorizes release of information in connection with my application for employment. Information sought may include such information as criminal convictions or results of civil litigation, driving records, previous employers and educational institutions, personal references, professional references, and other appropriate sources. I waive my rights of access to any such information, and without limitation hereby release the Board of Education of the Bennington Public School District and the references source from any liability in connection with its release or use.

I certify that I have made true, correct and complete answers and statements on this application for employment. I understand that any omission or false statement made by me on this application, or any supplement to it, will be sufficient grounds for failure to employ me or for my discharge, if employed.

\_\_\_\_\_ Date

\_\_\_\_\_ Signature

**Position(s) applied for:**

- Elementary Teacher (PK-6)
- Junior High Teacher (7-8)
- High School Teacher (9-12)
- Elementary Special Education Teacher (PK-6)
- High School Special Education Teacher (7-12)

**Availability:**

- Full-Time
- Part-Time
- Substitute

*The Bennington School Board is an Equal Opportunity Employer*

**EDUCATIONAL BACKGROUND** Copy of transcripts of all completed college/university coursework should accompany this application. An official transcript (with college/university seal) will be required upon employment.

Level of Education	School / College / University	City / State	Dates Attended From To	Degree Received
High School				
College / University				
Major Area (undergrad)	Minor Area (undergraduate)	Major Area (Graduate)	Minor Area (Graduate)	

**TEACHING EXPERIENCE** (Place student teaching on first two lines.) List in chronological order your **entire** teaching experience. Your salary will be based on experience.

School and System	Address-Street, City, State, Zip	Grades or Subjects	From Mo/Yr	To Mo/Yr

**OUT OF STATE TEACHING EXPERIENCE** List in chronological order your **entire** out of state teaching experience. Your salary will be based on experience. The State of Oklahoma will allow a maximum of five (5) years of out of state experience to be transferred to the State of Oklahoma.

School and System	Address-Street, City, State, Zip	Grades or Subjects	From Mo/Yr	To Mo/Yr

**WORK EXPERIENCE** (Other than teaching)

Employer	Address-Street, City, State, Zip	Position	From Mo/Yr	To Mo/Yr

**MILITARY**

Have you served in the military? ( ) Yes ( ) No

Active Service Dates \_\_\_\_\_

**CERTIFICATION** Enclose a copy of all valid OKLAHOMA CERTIFICATES and/or other certificates you hold by another state

Type of Oklahoma Teaching Certificate You Hold	Date Issued	Date of Expiratio	Certificate Number	Subjects/Grades Appearing on Certificate
<i>List any out-of-state certificates</i>				
If "pending", please indicate date application was forwarded to the Oklahoma State Department of Education.				
Date forwarded:     /     /				
Are you National Board Certified? ( ) Yes ( ) No				

**DRIVING RECORD** (This portion is only to be completed if you are applying for a position that requires the teacher to transport students:

1. Has your driver's license been suspended within the last five years? \_\_\_\_\_
2. What was the reason for the suspension and when was it reinstated? \_\_\_\_\_
3. Have you ever been convicted of driving under the influence of drugs or alcohol? \_\_\_\_\_
4. If so, provide details: \_\_\_\_\_

**GENERAL INFORMATION**

If employed presently, why do you wish to leave? _____		
_____		
_____		
If hired, on what date would you be available to start work?		
Are you currently under contract? If yes, where?	( ) Yes	( ) No
Have you ever been refused tenure or a continuing contract? If yes, please attach an explanatory statement.	( ) Yes	( ) No
Have you ever had a license or certificate revoked or suspended? If yes, please attach an explanatory statement	( ) Yes	( ) No
Have you ever been discharged or requested to resign from a position? If yes, please attach an explanatory statement	( ) Yes	( ) No
Have you previously applied with Bennington Public School District, or have you ever been employed by Bennington Public School District?	( ) Yes	( ) No
Are you a United States citizen?	( ) Yes	( ) No
Have you ever been convicted of a felony? If yes, please attach an explanatory statement.	( ) Yes	( ) No
Do you have criminal charges or proceedings pending against you? If yes, please attach an explanatory statement.	( ) Yes	( ) No

**REFERENCES**

List the names and addresses of three persons not related to you who can speak with knowledge of your personal and professional qualifications for the assignment which you seek.

Teaching applicants with work experience must provide recommendations from principals and/or superintendents from all contracted educational work experiences within the past three years. If experience was not within the past three years, provide references from last contracted experience.

Beginning teachers must include references from their student teaching supervisor(s) and cooperating teacher(s).

Name of Reference	Position	Complete Address	Telephone Number

**OTHER INFORMATION**


To avoid any conflict of interest, list any local school board members or school employee relative(s) in the school district and state relationship. \_\_\_\_\_

The Bennington Public School District does not discriminate on the basis of gender, religion, race, color, ethnicity, age, sexual orientation and /or disability or any other characteristic, in its educational programs or employment. No person shall be denied employment solely because of any impairment, which is unrelated to the ability to engage in activities involved in the position or program for which application has been made.




## DIRECTIONS FOR APPLICANT

### PLEASE INCLUDE THE FOLLOWING WITH THIS APPLICATION:

#### CERTIFICATION

-  A copy of your current Oklahoma Teaching Certificate or Certificate of Eligibility should be with your application.

#### OTHER DOCUMENTS

-  A cover letter of interest, including a statement reflecting your educational philosophy and benefits.
-  Up-to-date resume
-  Three letters of reference
- Copy of transcripts (Official(s) with seal are required before hiring.)

Please send all documents together with your packet.

Your file is considered **complete and active** as soon as we receive all of the above. **We will keep your application on file for one school year.** During that time, we will review your application each time a position becomes available for which you are qualified. You may notify our office to update your application and keep it on file for an additional year.

Please mail your application packet to:

**Bennington Public School  
729 N Perry  
Bennington OK 74723**

### PERSONNEL USE ONLY

Date of Interview \_\_\_\_\_ Date of Board Approval \_\_\_\_\_  
Effective Date \_\_\_\_\_ Placement \_\_\_\_\_