



# Southampton County Public Schools

21308 Plank Rd, Courtland, VA 23837 757.653.2692 southampton.k12.va.us



## Application for Professional Employment

### GENERAL INFORMATION

Current Employment Status		How did you hear about Southampton County Public Schools?	
<b>PERSONAL DATA</b>			
Name (last, first, middle)			
Street Address and/or Mailing Address		City	State
			Zip
Home Telephone/Cellular Phone	Email Address	Date you can start	
Driver's License Number	Are you a U.S. Citizen?	Do you have a High School Diploma or GED?	
		Yes No	

### POSITION INFORMATION: Check all positions that you are willing to work.

<b>Positions</b> <input type="checkbox"/> Teacher <input type="checkbox"/> Administrator <input type="checkbox"/> School Counselor <input type="checkbox"/> Visiting Teacher <input type="checkbox"/> Psychologist <input type="checkbox"/> Substitute Teacher <input type="checkbox"/> Other	<b>Grade Levels</b> <input type="checkbox"/> Elementary (K-5) <input type="checkbox"/> Middle (6-8) <input type="checkbox"/> High (9-12)	<b>Special Education</b> <input type="checkbox"/> ED <input type="checkbox"/> LD <input type="checkbox"/> MR <input type="checkbox"/> Preschool Handicapped	<b>Subject Area Preference:</b> <i>Indicate the subject area you are willing to teach. You may also list more than one subject area.</i>  <b>School Activities and Other Interests:</b> <i>List any activities which you are interested in coaching or directing</i>
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### CERTIFICATION

Do you hold a Virginia Teacher's License? \_\_\_\_\_ Date of Expiration: \_\_\_\_\_ Type of Licensure: \_\_\_\_\_

Endorsements: \_\_\_\_\_

If not, have you applied for a Virginia Teacher's License? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you presently on continuing contract status\_\_ If yes, where? \_\_\_\_\_

Do you hold an out-of-state certificate? \_\_\_\_\_ What state? \_\_\_\_\_ Date of Expiration: \_\_\_\_\_

Endorsements: \_\_\_\_\_

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*Southampton County School Board does not discriminate on the basis of race, color, sex, age, religion, disability, national origin or marital status in employment or any of its programs or activities.*

*The Compliance Officer for Southampton County Public Schools for the above statutes is The Director of Administrative Services, P.O. Box 96, 21308 Plank Road, Courtland, VA 23837, (757) 653-2692.*

## EDUCATIONAL AND PROFESSIONAL PREPARATION

<b>QUALIFICATIONS</b> Please list any education or training you feel relates to the position applied for that would help you perform the work, such as schools, degrees, vocational or technical programs, and military training. <i>You may also provide an updated resume with your qualifications and teaching history instead.</i>			
<b>School Name</b>	<b>Degree</b>	<b>Address/City/State</b>	
Graduate			
College			
Other/ Military			
<b>TEACHING EXPERIENCE HISTORY</b> <i>Please do not include substitute teaching.</i>			
<b>School Name and Address</b>	<b>Supervisor's Name and Email Address</b>	<b>Total Number of Years</b>	<b>Grades and Subjects Taught</b>

## STUDENT TEACHING

<b>Name and Address of School</b>	<b>Grades or Subject Taught</b>	<b>Dates</b>	<b>Name of Cooperating Teacher</b>

## TEST SCORES

<b>VCLA Total Score</b>	<b>Praxis II TEST</b>	<b>VRA Total Score</b>	<b>Other Tests and Scores</b>

*\*Please attach to this application or email all unofficial transcripts, certifications, and supporting documents. For email submissions, send this application to [info@southampton.k12.va.us](mailto:info@southampton.k12.va.us) . Please use the subject line: ATTENTION HR*

## PERSONAL DATA

YES NO

- [ ] [ ] 1. Have you ever been convicted of any crime other than a minor traffic violation?
- [ ] [ ] 2. Have you been discharged or requested to resign from a former position?
- [ ] [ ] 3. Have you ever been refused renewal of a teaching contract?
- [ ] [ ] 4. Are you currently under contract with another school division?
- [ ] [ ] 5. Have you ever been convicted of any offense involving sexual molestation, physical or sexual abuse or rape of a child?

*NOTE: If the answer to any of the questions 1 through 5 is yes, give specific details on a s*

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## APPLICANT'S CERTIFICATION AND AGREEMENT

### (PLEASE READ CAREFULLY)

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that this application does not constitute a contract for employment. Election of all employees and determination of salary level are subject to receipt of confirming credentials for Southampton County Public School personnel files. I understand that if employed, falsified statements on this application or any supplement thereto shall be considered sufficient cause for dismissal. I recognize that future or continued employment is contingent upon the completion of a satisfactory background investigation. You are hereby authorized to make any investigation and contact my present employer. I hereby waive the right to access confidential statements made in recommendations used solely for employment.

I understand and agree that by signing and submitting this application, I certify

- i) that I have not been convicted of a felony or any offense involving sexual molestation, physical or sexual abuse, or rape of a child, and
- ii) that I have \_\_\_\_\_ have not \_\_\_\_\_ been convicted of a crime of moral turpitude (check one). If you checked that you have been convicted of a crime of moral turpitude, list below the offense of which you were convicted and the date and court of conviction.
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I further understand that if I make a materially false statement regarding any of the above offenses, I will be guilty of a Class 1 misdemeanor. I understand and agree that I am under duty to report to the Southampton County Public Schools any conviction for any offense other than a minor traffic violation that occurs after I sign this application. I understand and agree that, in addition to any other penalty provided by law, a materially false statement on this application or failure to report a subsequent conviction as required by this application will be cause for my immediate dismissal from employment.

DATE: \_\_\_\_\_ SIGNATURE OF APPLICANT \_\_\_\_\_

**NOTE:** The application packet will remain on file for one year from the date of receipt unless you request its reactivation in writing. Any change of address, telephone number, etc., should be included in the request.

## FOR OFFICE USE ONLY

Contract Salary:	Approved:	Card Made:
Contact Status:	Date:	Ack'd:
Supplement:	Assignment:	Transcript(s):
Length of Contract:		References:
		Placement File:



