

New Deal Independent School District

P.O. Box 280

New Deal, Texas 79350

An Equal Opportunity Employer

PERSONAL DATA	Date of Application _____ Social Security Number _____			
	Name _____ <div style="display: flex; justify-content: space-between; width: 95%; margin-left: 10px;"> <i>Last</i> <i>First</i> <i>Middle Initial</i> </div>			
	Current Address _____ <div style="display: flex; justify-content: space-between; width: 95%; margin-left: 10px;"> <i>Street/Box</i> <i>City</i> <i>State</i> <i>Zip Code</i> </div>			
	Other Address where you may be reached _____			
	Work Phone _____ Home Phone _____			
	Other name that may appear on records _____ <i>(Used only for reference checks)</i>			
POSITION DATA	List the position(s) you are applying for _____			
	Credentials included with application: <input type="checkbox"/> Resume <input type="checkbox"/> All teaching and professional certificates or licenses <input type="checkbox"/> All transcripts showing degrees			
	Date you can begin work _____			
	Have you been employed by New Deal I.S.D. in the past? <input type="checkbox"/> Yes <input type="checkbox"/> No If you answered yes, provide dates of employment _____			
EDUCATION / TRAINING	Name and Location of schools attended	Course of study and major/minor	Diploma, degree, certificate, or license held	Year graduated <i>(College only)</i>

PROFESSIONAL DATA

Please list relevant professional activities. Omit references to organizations that would reveal race, age, ethnic origin, or religion.

Papers / articles published _____

Seminars / workshops conducted _____

Other related professional activities _____

GENERAL INFORMATION

Do you have a relative who serves on the New Deal ISD Board of Education?
 Yes No If yes, please provide the relative's name and relationship: _____

Have you ever been convicted of, plead guilty or no contest (nolo contendere) to, or received probation, suspension, or deferred adjudication for a felony or offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, and indecency with a minor)? Yes No

If yes, please state where, when, and the nature of the offense _____

(A felony conviction is not an automatic bar to employment. The district will consider the nature, date, and relationship between the offense and the position for which you are applying.)

REFERENCES

Please list references the district can contact regarding your work history. Include all managers and supervisors who evaluated or supervised your performance at your two last employers.

Full name of reference	School district / firm name	Mailing address	Position / title	Area code / phone number

CERTIFICATION	Certificate or license currently held: <input type="checkbox"/> None <input type="checkbox"/> Valid Texas <input type="checkbox"/> Valid Other State <input type="checkbox"/> Texas Emergency <input type="checkbox"/> Texas One-Year: Expires _____ <input type="checkbox"/> Texas Temporary Administrative: Expires _____																						
	Area of Specialization: <table style="width: 100%; border: none;"> <tr> <td style="width: 33%; border: none;"><input type="checkbox"/> Administrator</td> <td style="width: 33%; border: none;"><input type="checkbox"/> All-Level Art</td> <td style="width: 33%; border: none;"><input type="checkbox"/> Vocational (specify) _____</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Superintendent</td> <td style="border: none;"><input type="checkbox"/> All-Level Health and PE</td> <td style="border: none;"><input type="checkbox"/> Nurse</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Principal</td> <td style="border: none;"><input type="checkbox"/> All-Level Music</td> <td style="border: none;"><input type="checkbox"/> Visiting Teacher</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Midmanagement Administrator</td> <td style="border: none;"><input type="checkbox"/> Librarian</td> <td style="border: none;"><input type="checkbox"/> Supervisor</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Elementary</td> <td style="border: none;"><input type="checkbox"/> Counselor</td> <td style="border: none;"><input type="checkbox"/> Other (specify) _____</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Elementary and Kindergarten</td> <td style="border: none;"><input type="checkbox"/> Special Education (specify) _____</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Secondary (Jr. / Sr/ High)</td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> </table>			<input type="checkbox"/> Administrator	<input type="checkbox"/> All-Level Art	<input type="checkbox"/> Vocational (specify) _____	<input type="checkbox"/> Superintendent	<input type="checkbox"/> All-Level Health and PE	<input type="checkbox"/> Nurse	<input type="checkbox"/> Principal	<input type="checkbox"/> All-Level Music	<input type="checkbox"/> Visiting Teacher	<input type="checkbox"/> Midmanagement Administrator	<input type="checkbox"/> Librarian	<input type="checkbox"/> Supervisor	<input type="checkbox"/> Elementary	<input type="checkbox"/> Counselor	<input type="checkbox"/> Other (specify) _____	<input type="checkbox"/> Elementary and Kindergarten	<input type="checkbox"/> Special Education (specify) _____		<input type="checkbox"/> Secondary (Jr. / Sr/ High)	
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TEACHING EXPERIENCE	List teaching experience beginning with most recent years.			
	Name and location of school	Type of assignment	Dates taught	Reason for leaving

OTHER WORK EXPERIENCE	Please provide a list of all other jobs or administrative positions you have held in the past 10 years. Attach additional sheets if necessary. Attach resume if available.			

VERIFICATION

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.

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.

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.

Signature

Date

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.

New Deal Independent School District considers applicants for all positions without regard to race, color, national origin, age, religion, sex, marital status, veteran or military status, the presence of a medical condition, disability, or any other legally protected status.

CRIMINAL HISTORY RECORD INFORMATION REQUEST

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CRIMINAL HISTORY RECORD INFORMATION REQUEST

Confidential*

The **New Deal Independent School District** is required by state law to review the criminal history of applicants, employees, student teachers, and volunteers. The information requested below is necessary to obtain criminal history record information.

Please print (Last, First, MI)

FIRST Name _____

MIDDLE Name _____

LAST Name _____

Driver License Number _____ **Driver License State** _____

Social Security Number _____

Date of birth _____

Race: Black Hispanic White Other

Sex: Male Female

Home Phone Number _____

Address _____

City _____ **Zip Code** _____

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.

(THIS SIDE TO BE COMPLETED BY APPLICANT)

NOTE: The New Deal Independent School District will send this form to superintendents, principals, college professors, counselors, classroom teachers, former employers, bankers, ministers, peers, etc.

PLEASE PRINT OR TYPE NAME AND ADDRESS OF REFERENCE:

NAME _____

STREET-ADDRESS _____

CITY-STATE-ZIP _____

AUTHORIZATION TO RELEASE INFORMATION REGARDING PREVIOUS EMPLOYMENT

In connection with my application for employment with the New Deal Independent School District, I hereby authorize my former employing school districts and my former supervisors and their duly authorized representatives to release any and all information concerning or relating to my previous employment with their respective school district. This employment information, both oral and written, may include material contained in my personnel file as well as evaluative statements, judgments, and opinions from my former supervisors relating to their assessment of the quality of my job performance, character, and general conduct. This employment information includes, but is not limited to, academic, salary, achievement, performance, attendance, personal history, disciplinary records, and employment information.

I hereby consent to the publication of any and all information described above to a representative of New Deal Independent School District in connection with my application for employment and release any individual providing reference or employment information under this authorization including record custodians and former supervisors from any and all liability for damages of whatever kind or nature that may at any time result to me on account of their compliance, or any attempts to comply, with this authorization.

Name of Applicant for Employment

Signature

Date

RECOMMENDATION DOCUMENT

**New Deal Independent School District
P.O. Box 280 New Deal, TX 79350-0280**

Applicant's Name:
Applicant's Address:
Position Applied For:

Kindly give your most candid appraisal of the above applicant. The applicant has authorized the New Deal Independent School District to contact the references listed on the application. Attached hereto is a copy of the authorization and release signed by the applicant authorizing you, as the applicant's former supervisor, to release both oral and written information "contained in my personnel file as well as evaluative statements, judgments, and opinions from . . . relating to [my supervisor's] assessment of the quality of my job performance, character, and general conduct." Consideration of the welfare of students, rather than a desire to help this person get a job, should be your guide in completing this evaluation.

RATING SCALE:

- | | |
|---------------------------|---|
| (1) ES=Exceptional Skill | Usually demonstrated only by experienced teachers |
| (2) DS=Demonstrated Skill | Normal level for teachers |
| (3) SK=Skill Developing | Time is needed to develop skill |
| (4) LS=Lacking Skill | No such skill demonstrated during observation |
| (5) NO=Not Observed | Not observed by the person doing this evaluation |

TEACHING SKILLS <i>(Check if appropriate)</i>	ES	DS	SK	LS	NO
I. Uses appropriate Instructional Strategies					
II. Utilizes appropriate discipline techniques					
III. Presents subject matter in an organized manner					
IV. Makes subject relevant to students					

(Check where appropriate)

As a new employee to NDISD he/she will require:

- Little or no supervision Usual amount of supervision Considerable help & supervision

Appearance:

- Exceptionally well groomed Acceptably groomed Careless in grooming & appearance

Vitality on the job:

- Vigorous, enthusiastic, resourceful Adequate energy, interested Apathetic

Emotional Stability:

- Very stable in all situations Sometimes is unduly emotional Exhibits frequent emotional swings

Cooperation:

- Works for the benefit of the group Must be encouraged to work within a group Impedes teamwork

Common Sense/Tact:

- Does the right thing at the right time Occasionally inappropriate Frequently inappropriate

Response to Supervision:

- Respects supervisor/employee relationship Unsure of response to supervision Defiant in action

Initiative:

- Self-Directed Must be directed in tasks Lacks initiative

Dependability:

- Will complete assigned tasks Must be reminded to do tasks Does not follow through

Have you seen the candidate perform in the position for which they are applying? Yes No

Do you know of any moral or ethical reason this person should not work with children? Yes No

Would you employ this person in the position for which they are applying? Yes No

Would you want a person of this caliber involved with your child's education? Yes No

GENERAL REMARKS OR EXPLANATIONS:

My relationship to the applicant is/was _____

Why did the applicant leave your employment? _____

Printed Name _____ Signature _____

Position _____ Phone _____ Date _____

(THIS SIDE TO BE COMPLETED BY APPLICANT)

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Name of Applicant for Employment

Signature

Date

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TEACHING SKILLS <i>(Check if appropriate)</i>	ES	DS	SK	LS	NO
V. Uses appropriate Instructional Strategies					
VI. Utilizes appropriate discipline techniques					
VII. Presents subject matter in an organized manner					
VIII. Makes subject relevant to students					

(Check where appropriate)

As a new employee to NDISD he/she will require:

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Appearance:

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Vitality on the job:

- Vigorous, enthusiastic, resourceful Adequate energy, interested Apathetic

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- Very stable in all situations Sometimes is unduly emotional Exhibits frequent emotional swings

Cooperation:

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