



Return to: Human Resources
 124 W State Street
 Medford, WI 54451
 Phone: (715) 748-4620
 Fax: (715) 748-6839

TEACHER APPLICATION

Personal Information

Name _____ Telephone _____
 (First, Middle, Last)

Present Address _____
 (Street, City, State, Zip)

If less than 2 years previous address _____
 (Street, City, State, Zip)

The Medford Area Public School District, has **prerequisites to employment**. It requires 1) a physical examination pursuant to board policy GBE, 2) a criminal information records check through the Wisconsin Department of Justice and/or other appropriate agencies pursuant to board policy GCDA, and 3) a pre-employment drug examination indicating absence of drugs pursuant to board policy GBCBC. The District will schedule and pay for all prerequisites. (The mentioned policies are available upon request.)

Date of availability? _____ Are you currently under contract? No Yes Expiration date _____

Education and Professional Training List high school attended, then higher institutions in chronological order.

Name and Location of Institution	Graduated Yes / No	Degree	Major	Minor

Describe any education or training you have which is not covered above, such as vocational school, correspondence courses, services, schools or in-service training which you feel is relevant to the job for which you are applying. Also include relevant licenses or certificates. Include issuing agency or state and certificate/license. _____

Wisconsin Teaching License Do you hold a Wisconsin teaching license or certificate?

No Yes Type of license (be specific) _____
 Expiration Date _____

No Yes Do you hold a teaching license or certificate from a state other than Wisconsin?
 If yes, type of license _____

Professional References

Name and address of placement office or agency.

Name of school or agency

Address and Zip Code

List references that may provide information about your training and experience.

Name	Position	Address	Telephone

Teaching ExperienceList only **full-time** teaching experience. Do not list part-time or student teaching experience.

From Mo. / Yr.	To Mo. / Yr.	School	Address	Grade or Subject	Reason for Leaving

Non-Teaching Work Experience

From Mo. / Yr.	To Mo. / Yr.	Organization	Address	Telephone	Reason for Leaving

Explain why you are applying for a position with Medford Area Public School District. Include in your explanation how your experience, education or extracurricular contributions have qualified you for this position.

Can you perform, with or without accommodation, all the duties of the position you seek?

with accommodation without accommodation

If accommodation is needed, briefly describe what is needed: _____

The District does not discriminate with respect to hire on the basis of conviction records; however, the District may refuse to hire any individual that has been convicted of any felony, misdemeanor or other offence, the circumstances of which substantially relate to the circumstances of the particular job or licensed activity. WI §111.335(1)(c)(1)

Have you ever been found guilty or do you presently have pending any violations of law other than minor traffic offenses?

No Yes Describe: _____

I certify that the answers given by me in this application are true and correct without omissions of any kind. I agree that the District shall not be held liable in any respect if any employment is terminated because of false statements, answers or omissions made by me in this application. I authorize the Medford Area Public School District to make any investigation of my personal or employment history and authorize any former employer, person, firm, corporation or governmental agency to disclose to the Medford Area Public School District any information regarding me. In consideration of the District's review of this application, I hereby release the District as well as all providers of information from any liability and for any damage which may result from the furnishing and receiving of this information. A copy of this authorization and release is as valid as the original and should be recognized as such.

Signature of Applicant

Date

Open Records Notice

Every applicant for a position with any authority may indicate in writing to the authority that the applicant does not wish the authority to reveal his or her identity. Except with respect to an applicant whose name is certified for appointment to a position in the state classified service or a final candidate, if an applicant makes such an indication in writing, the authority shall not provide access to any record related to the application that may reveal the identity of the applicant. "Final candidate" includes, whenever there are at least 5 candidates for an office or position, each of the 5 candidates who are considered most qualified for the office or position by an authority, and whenever there are less than 5 candidates for an office or position, each such candidate. Whenever an appointment is to be made from a group of more than 5 candidates, "final candidate" also includes each candidate in the group.

I request that the school district not release my identity unless my application is considered a "final candidate" as defined by state statute 19.36(7).

Signature of Applicant

Date

Equal Educational Opportunity

This District does not discriminate on the basis of sex, race, color, national origin, ancestry, creed, religion, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional, or learning disability, or handicap, or any other reason prohibited by state or federal law. Employees of this District are required to comply with the provisions of the Title VI of the Civil Rights Act and Title IX of the 1972 Educational Amendments.

This policy also prohibits discrimination under related federal statutes, including Title VI of the Civil Rights Act of 1964 (race and national origin), Title IX of the Education Amendments of 1972 (sex), and Section 504 of the Rehabilitation Act of 1973 (handicap).
