

## Employment Application

Position applying for \_\_\_\_\_ Date \_\_\_\_\_  
 For which school? HS  MS  ES   
 How did you hear about this position? \_\_\_\_\_

## Applicant Information

Full Name \_\_\_\_\_ SSN \_\_\_\_\_  
 Street Address \_\_\_\_\_ E-mail \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ Phone \_\_\_\_\_  
 Are you a citizen of the United States? YES  NO  If no, are you authorized to work in the U.S.? YES  NO   
 Have you ever worked for James Irwin? YES  NO  If so, when? \_\_\_\_\_  
 Have you ever been convicted of a felony? YES  NO  If yes, explain \_\_\_\_\_

## Qualifications Summary

*Please comment on your qualifications for the desired position. List skills, experience and/or use of specific office machines, computers, and mechanical equipment, special abilities, etc.*

## References

*Please request three professional references to be sent directly to the school. List the names of the persons you have asked for an evaluation. Supervisors are preferred.*

Full Name _____	Relationship _____
Company _____	Phone _____
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Full Name _____	Relationship _____
Company _____	Phone _____
<hr/>	
Full Name _____	Relationship _____
Company _____	Phone _____

## Military Service

Branch \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
 Rank at Discharge \_\_\_\_\_ Type of Discharge \_\_\_\_\_

## Employment Experience

Organization \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Job Title \_\_\_\_\_ Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
 Responsibilities \_\_\_\_\_  
 From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_  
 Co-Curricular Activities / Coaching \_\_\_\_\_

Organization \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Job Title \_\_\_\_\_ Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
 Responsibilities \_\_\_\_\_  
 From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_  
 Co-Curricular Activities / Coaching \_\_\_\_\_

Organization \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Job Title \_\_\_\_\_ Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
 Responsibilities \_\_\_\_\_  
 From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_  
 Co-Curricular Activities / Coaching \_\_\_\_\_

Organization \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Job Title \_\_\_\_\_ Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
 Responsibilities \_\_\_\_\_  
 From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_  
 Co-Curricular Activities / Coaching \_\_\_\_\_

## Questions

Why do you want to work at James Irwin Charter Schools?

### Questions specific to Elementary School applicants

What is your opinion of Direct Instruction, as defined by the Association of Direct Instruction?

What is your opinion of Core Knowledge education, as defined by E.D. Hirsch Jr.?

What is the most important issue in education today? Why?

What do you see as your greatest strengths? What do you see as your greatest weaknesses?

### Questions specific to High School applicants

Describe the steps you would take in handling students who are being disruptive during your lesson.

Describe your feelings on working in an environment where there is constant coaching and critique to improve your performance and effectiveness.

Revised November 3, 2010

## Educational Background

List all undergraduate and graduate coursework earned toward a degree. List the highest degree you have first.

Institution _____	Address _____
From _____ To _____	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/> Degree _____
Institution _____	Address _____
From _____ To _____	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/> Degree _____
Institution _____	Address _____
From _____ To _____	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/> Degree _____

## Additional Educational Experience

List all other coursework accomplished since receiving degree(s).

Institution _____	Address _____
State _____ GPA _____	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/> Degree _____
Institution _____	Address _____
State _____ GPA _____	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/> Degree _____

## Disclaimer

I certify that my answers are true and complete to the best of my knowledge.

I agree to have any of the information checked out by James Irwin Charter Schools (JICS). I authorize the references listed in my application, as well as any other individuals whom JICS contacts (including my current employer, former employers, and any government law enforcement agency), to provide JICS or the Principals of any and all information concerning my previous or current employment. I understand that if I limit JICS's right to contact persons/organizations deemed necessary by JICS, the application may not be considered further. Also, I release all parties and persons from any and all liability for any damages that may result as a consequence of furnishing such information to JICS or to any of its agents, employees or representatives for purposes related to this application or my employment. I also understand that related skills testing and testing for the presence of drugs and alcohol may be required prior to employment. I understand that ANY misrepresentation, falsification or material omission of information during the interview or on this application, may result in my failure to receive an offer of employment, OR, IF I AM HIRED, MAY RESULT IN MY EMPLOYMENT BEING TERMINATED BY JICS. I understand that any result of the Colorado Bureau of Investigation/Federal Bureau of Investigation background checks which might deny me employment. I understand applications are kept on file for a period of one year and will remain the property of the JICS. I agree to replace any copies of my transcripts with originals and verify, within 72 hours of employment, my legal right to be employed in the United States BEFORE I am hired should I receive an offer of employment.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

## Notice of Non-Discrimination

James Irwin Charter Schools does not discriminate on the basis of age, race, religion, national origin, disability, sex, or any other protected status in its educational programs and activities (including employment and application for employment).

Signature \_\_\_\_\_ Date \_\_\_\_\_

Revised November 3, 2010