

Jefferson County School District
An Equal Opportunity Employer

Record of Education:

Name of school or institution	Course of Study	Degree or Diploma	Date Received
High School:			
College:			
Special:			
Other:			

**All Teachers and Substitute must submit official transcript to verify degrees before receiving payment for years of college*

Instructional Applicants Only:

What Elements do you perceive as fundamental to the educational process?

What are your opinion as it relates to classroom behavior?

List any extra-Curricular/ supplemental experience or training that you have?

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Employment History
Describe all work experience in detail, beginning with your current or most recent job. If applicable, please include military service, internships and job related volunteer work. Please complete all information in this section. Please attach resumes to provide additional information. All former & current employers may be contacted. If, needed please attach additional sheets.

Start & End Date:	Employer:	Supervisor:	Address & Phone #:	Position:	Reason for leaving:

References:	
Name:	Phone Number:

Persons who are to be recommended for employment and applicants must comply with the following:

1. Complete application entirely and submit to the Jefferson County Schools District Office or K-12 School.
2. The District Office will contact you to schedule an appointment for your Pre-Employment Screening once they have received your completed Authorization Form from a Jefferson County Schools Administrator.
 - There is a non-refundable fee of \$99.00.
3. Applicable positions are required to complete a drug screening. A non-refundable fee of \$52.50. Applicant will be provided instructions on testing site. Test results will be forwarded to Jefferson County School District Office.

Employment is contingent until all results are received and reviewed by the District Office

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Security Background Check

The following questions must be answered truthfully. A “yes” answer to any of the following questions does not automatically disqualify you from employment. Your omission of any criminal history information including juvenile incidents will result in your immediate termination or immediate disqualification.

If you answer Yes to any of the following questions, you must explain fully on the next page provided. If you answer yes, to questions 12, 13, 14, or 15, you must give the name of state where the teaching certificate was revoked, suspended, sanctioned, denied or where the action is currently pending.

Note: pursuant to Florida Statutes 943.058 Criminal History Record expunction or sealing, persons to be employed in a position having direct contact with children must answer questions 4, 5, and 6. The school board of Jefferson county will receive information on all records, including juvenile, that have been sealed, expunged or where adjudication was withheld. To omit response or to be untruthful in your response, regardless of any previous information received from your attorney or the court, will be considered falsification of your application and will result in your being terminated. If you wish to seek counsel prior to completing this section, you may take this application with you.

Circle:		
YES	NO	1. Have you ever been convicted of an offense (Misdemeanor or Felony) other than a minor traffic violation? Driving under the influence (DUI) and driving while intoxicated (DWI) are not minor and must be reported.
YES	NO	2. Have you ever been found guilty of a criminal offense?
YES	NO	3. Have you ever entered nolo contendere or no contest plea in a criminal proceeding?
YES	NO	4. Have you ever had a criminal record sealed?
YES	NO	5. Have you ever had a criminal record expunged?
YES	NO	6. Have you ever participated in any type of pre-trial intervention/ diversion program or adjudication withheld in a criminal offense?
YES	NO	7. Are there criminal charges currently pending against you?
YES	NO	8. Have you ever been imprisoned or jailed in a criminal proceeding?

YES	NO	9. Have you ever been placed on probation in a criminal proceeding?
YES	NO	10. Have you ever paid a fine in a criminal proceeding?
YES	NO	11. Have you ever failed to appear in court or forfeited bond in a criminal proceeding?

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YES	NO	12. Have you ever had a teaching certificate revoked or suspended? If yes, in what states and when
YES	NO	13. Have you ever had sanction placed on your teaching certificate for any reason?
YES	NO	14. Have you ever been denied a teaching certificate anywhere?
YES	NO	15. Is disciplinary action currently pending anywhere against your teaching certificate?

I certify that all the information in this application is true and correct to the best of my knowledge:

Signature _____

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Security Background Check Detailed Responses