



# Cole R-1 School District

## Employment Application

### ADMINISTRATIVE POSITION

The Cole County R-1 School District considers applicants for all positions without regard to race, color, religion, sex, national origin or disability. If you have a disability or handicap which may require accommodations for you to participate in our application process (including filling out this form, interviewing or any other pre-employment procedure or requirement), please make us aware of any accommodations you feel are necessary. If you have any inquiries, complaints or concerns about any pre-employment procedure or requirement, including completing this application, or about the District policy of non-discrimination, you may contact the Superintendent at 573-782-3534.

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### PERSONAL INFORMATION

Click here to enter text.

Last Name

Click here to enter text.

First Name

Click here to enter text.

Middle

Click here to enter text.

Other names that may appear on transcripts or records

Click here to enter text.

Email Address

Click here to enter text.

Current Address

Click here to enter text.

Home Phone

Click here to enter text.

Cell Phone

Click here to enter text.

Social Security Number

Click here to enter text.

Permanent Address

Click here to enter text.

Position(s) Applying For

Click here to enter text.

Date Available

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### CERTIFICATION

Click here to enter text.

Type (Life, PC1, etc.)

Click here to enter text.

States

Click here to enter text.

Subjects / Areas

Click here to enter text.

Grade Level (s)

Click here to enter text.

Expiration Date (s)

Click here to enter text.

Other information regarding your certification and/or certification status

# EDUCATION HIGH SCHOOL

Click here to enter text.

Name and Location

## COLLEGES / UNIVERSITIES

Name and Address	Click here to enter text.	Name and Address	Click here to enter text.	Name and Address	Click here to enter text.
Dates Attended	Click here to enter text.	Dates Attended	Click here to enter text.	Dates Attended	Click here to enter text.
Degree	Click here to enter text.	Degree	Click here to enter text.	Degree	Click here to enter text.
Major	Click here to enter text.	Major	Click here to enter text.	Major	Click here to enter text.
Overall GPA	Click here to enter text.	Overall GPA	Click here to enter text.	Overall GPA	Click here to enter text.
Additional Hours	Click here to enter text.	Additional Hours	Click here to enter text.	Additional Hours	Click here to enter text.

## TEACHING EXPERIENCE

If none, list student teaching experience.

District Name & Address	Click here to enter text.		
Position	Click here to enter text.		
Dates of Employment	Click here to enter text.	Number of Years	Click here to enter text.
Supervisor	Click here to enter text.	Phone Number	Click here to enter text.

District Name & Address	Click here to enter text.		
Position	Click here to enter text.		
Dates of Employment	Click here to enter text.	Number of Years	Click here to enter text.
Supervisor	Click here to enter text.	Phone Number	Click here to enter text.

District Name & Address	Click here to enter text.		
Position	Click here to enter text.		
Dates of Employment	Click here to enter text.	Number of Years	Click here to enter text.
Supervisor	Click here to enter text.	Phone Number	Click here to enter text.

## ADMINISTRATIVE EXPERIENCE

District Name & Address	Click here to enter text.		
Position	Click here to enter text.		
Dates of Employment	Click here to enter text.	Number of Years	Click here to enter text.
Supervisor	Click here to enter text.	Phone Number	Click here to enter text.

District Name & Address	Click here to enter text.		
Position	Click here to enter text.		
Dates of Employment	Click here to enter text.	Number of Years	Click here to enter text.
Supervisor	Click here to enter text.	Phone Number	Click here to enter text.

District Name & Address	Click here to enter text.		
Position	Click here to enter text.		
Dates of Employment	Click here to enter text.	Number of Years	Click here to enter text.
Supervisor	Click here to enter text.	Phone Number	Click here to enter text.

## REFERENCES

Three references are required.

Name Address City, State, Zip Phone Position/Title	Click here to enter text.
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Name Address City, State, Zip Phone Position/Title	Click here to enter text.
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Name Address City, State, Zip Phone Position/Title	Click here to enter text.
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## EMPLOYMENT QUESTIONS

Have you ever been arrested for, or charged with or convicted of a felony or misdemeanor? (Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100.

Yes  No

Have you ever plead guilty or no contest to a felony or misdemeanor? (Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100.

Yes  No

Has the Missouri Division of Family Services or a similar agency in any other state or jurisdiction, ever issued a determination or finding of cause or reason to believe or suspect that you have engaged in physical, emotional, psychological or sexual abuse or neglect of a child?

Yes  No

Have you ever failed to be re-employed by an educational institution?

Yes  No

If the answer to any of the four Employment Questions listed above is "Yes", please explain.

Click here to enter text.

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## APPLICANT QUESTIONS

Briefly respond to the following:

Why did you decide to become an administrator and why are you seeking this position?

Click here to enter text.

What student outcomes would you strive for as an administrator?

Click here to enter text.

Write a brief autobiography focusing on the important people and events in your life.

Click here to enter text.

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## **ADDITIONAL REQUIRED INFORMATION**

Thank you for your interest in applying for employment in our district. To complete the application process, please mail the following items to:

Cole R-1 School District  
Office of the Superintendent  
13600 Rt C  
Russellville, MO 65074

- ✓ an unofficial copy of your latest transcript(s). An official copy will be required if you are employed
- ✓ a copy of your MO teaching certificate or verification of eligibility for a MO teaching certificate
- ✓ three (3) letters of recommendation
- ✓ a copy of your resume

Your application will become active once all of the above information has been received. Your application will remain active for six months at which time you must resubmit a new application.

Once your application is complete, click the Submit button to email this application to the Office of the Superintendent.