

**Maryville City School System**  
**833 Lawrence Avenue**  
**Maryville, Tennessee 37803-4857**

**Employment Application for a Teaching or Other Position Requiring Certification**

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_  
 Temporary Address \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_  
 Permanent Address \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_  
 E-mail Address \_\_\_\_\_ Social Security Number \_\_\_\_\_  
 Applying for (*be specific*) \_\_\_\_\_

**Education**

	Institution	City and State	Major	D	Year
High School					
Undergraduate					
Graduate					
Graduate					

**Tennessee Certification**

Certificate Number \_\_\_\_\_ Type(s) and Date(s) of Expiration \_\_\_\_\_  
 Endorsements by number and name \_\_\_\_\_

**Experience**

***Student teaching***

School \_\_\_\_\_ Dates \_\_\_\_\_

Address \_\_\_\_\_

Supervising teacher \_\_\_\_\_ Subject(s) or grade(s) \_\_\_\_\_

School \_\_\_\_\_ Dates \_\_\_\_\_

Address \_\_\_\_\_

Supervising teacher \_\_\_\_\_ Subject(s) or grade(s) \_\_\_\_\_

***Teaching experience (Please list in order with your last position first and your first position last.)***

School \_\_\_\_\_ Dates \_\_\_\_\_

Address \_\_\_\_\_

Principal \_\_\_\_\_ Subject(s) or grade(s) \_\_\_\_\_

School \_\_\_\_\_ Dates \_\_\_\_\_

Address \_\_\_\_\_

Principal \_\_\_\_\_ Subject(s) or grade(s) \_\_\_\_\_

**Teaching experience, continued**

School \_\_\_\_\_ Dates \_\_\_\_\_

Address \_\_\_\_\_

Principal \_\_\_\_\_ Subject(s) or grade(s) \_\_\_\_\_

School \_\_\_\_\_ Dates \_\_\_\_\_

Address \_\_\_\_\_

Principal \_\_\_\_\_ Subject(s) or grade(s) \_\_\_\_\_

School \_\_\_\_\_ Dates \_\_\_\_\_

Address \_\_\_\_\_

Principal \_\_\_\_\_ Subject(s) or grade(s) \_\_\_\_\_

***Other work experience***

Employer \_\_\_\_\_ Dates \_\_\_\_\_

Address \_\_\_\_\_

Supervisor \_\_\_\_\_ Duties \_\_\_\_\_

Employer \_\_\_\_\_ Dates \_\_\_\_\_

Address \_\_\_\_\_

Supervisor \_\_\_\_\_ Duties \_\_\_\_\_

Employer \_\_\_\_\_ Dates \_\_\_\_\_

Address \_\_\_\_\_

Supervisor \_\_\_\_\_ Duties \_\_\_\_\_

Employer \_\_\_\_\_ Dates \_\_\_\_\_

Address \_\_\_\_\_

Supervisor \_\_\_\_\_ Duties \_\_\_\_\_

**Professional References**

Name	Mailing Address	Telephone Number	Institution	Position

Special talents and abilities that will make you especially valuable to the school or school system \_\_\_\_\_

Professional, civic, or other memberships and offices \_\_\_\_\_

Honors and awards received from educational, professional, or civic groups \_\_\_\_\_

\_\_\_\_\_

Experiences leading or directing youth activities \_\_\_\_\_

\_\_\_\_\_

Will you accept coaching and/or other supplemented assignments?      Yes  No

If yes, list areas of interest \_\_\_\_\_

\_\_\_\_\_

Are you a U.S. citizen or alien authorized to work in the United States?      Yes  No

**In your own handwriting, briefly state your philosophy of education.**

Attach an unofficial copy of your collegiate transcripts. Official transcripts of all college work will be required before employment. Applicants may also attach a brief résumé.

If I am employed by the Maryville City School System, I agree the Director of Schools may assign or reassign me to any position or school necessary to meet the needs of the school system. If I am employed for specific coaching or other supplemented duties and later refuse to perform those duties, unless released from those duties in writing by the Director of Schools, I agree that I may be terminated without recourse.

I hereby certify that I \_\_\_\_\_ been convicted of a misdemeanor or felony in this or any other state.  
(have) (have not)

I hereby certify that I \_\_\_\_\_ been dismissed from another school system for incompetence, inefficiency, neglect of duty, unprofessional conduct, or insubordination as defined in Tennessee Code Annotated ' 49-5-501.  
(have) (have not)

I acknowledge the Maryville City School System is relying on the information I have given in this application. I certify the information is true to the best of my knowledge. I authorize Maryville City School System personnel to inquire about my former work, personal and credit history with listed educational institutions, former supervisors and employers, credit reporting agencies, and others for the purposes of employment. The accuracy of the information submitted on this application may also be verified by fingerprint and criminal history records checks conducted by the Tennessee Bureau of Investigation or Maryville City Police Department. I release all officers and employees of the Maryville City School System and former employers from any liability in connection with obtaining and releasing any information about me for the purposes of employment. Tennessee Code Annotated (TCA) also provides the following, *Knowingly falsifying information required by Sec. 49-5-406(a)(1) shall be sufficient grounds for termination of employment and shall also constitute a Class A misdemeanor which must be reported to the District Attorney General for prosecution.*

The Maryville City School System is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, sex, religion, age, or disabling condition.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_