



ROCKCASTLE COUNTY SCHOOLS

245 Richmond Street – Mt. Vernon, KY 40456
 Phone: (606) 256-2125 ♦ Fax: (606) 256-2126

Certified Application for Employment

Application may be submitted in person at Central Office, mailed to the address above or emailed to certified.employment@rockcastle.kyschools.us.

I. Personal Information

_____	_____	_____	_____
Last Name	First Name	Middle Name	Social Security Number
_____	_____	_____	_____
Address (Current)	City	State	Zip
_____	_____	_____	_____
Address (Permanent)	City	State	Zip
_____	_____	_____	_____
Telephone Number	Emergency Number	Emergency Contact	E-Mail Address

II. Professional Information

Position for which you are applying:

1st Choice	Grade or Level: _____	Subject: _____
2nd Choice	Grade or Level: _____	Subject: _____
3rd Choice	Grade or Level: _____	Subject: _____

III. Professional Certification

Teaching certificate(s) held:

Area of Certification	KY State Certification #	Type	Expiration Date

List any endorsements to the certificate(s) listed above: _____

List any activity or club you would be willing to advise or coach: _____

IV. Education

List the most recent education first. Provide a copy of your official college transcript.

College or University	Dates Attended	Degree	Major	GPA

High School Attended: _____

V. Professional Work History

List the most recent first.

A. Teaching Experience

1.	School	Address	Dates of Employment
	Grade	Contact Person/Phone Number	Reason for Leaving

2.	School	Address	Dates of Employment
	Grade	Contact Person/Phone Number	Reason for Leaving

3.	School	Address	Dates of Employment
	Grade	Contact Person/Phone Number	Reason for Leaving

Do you presently have continuing contract status with any school system? YES NO

If yes, please list school name here: _____

If you have less than 3 years teaching experience please indicate student teaching experience.

B. Student Teaching

1.	School	Address	Grade/Subject
	Classroom Advisor/Phone Number	College Supervisor/Phone Number	

2.	School	Address	Grade/Subject
	Classroom Advisor/Phone Number	College Supervisor/Phone Number	

NOTES TO APPLICANT

Please note: Before an applicant can be recommended to the Board of Education for employment, the following information must be furnished:

1. A signed, dated employment application with all blanks completed
2. Official college transcripts
3. *Copy of Kentucky teaching certificate
4. Three letters of reference

*If you meet all requirements for certification and have not yet received your certificate, you may be recommended to the Board of Education for employment "pending certification". All employment is contingent upon an acceptable outcome of a criminal background review, as required by Kentucky law.

As defined in KRS 160.380 I realize that I cannot be a relative (father, mother, brother, sister, husband, wife, son, daughter, aunt, uncle, son-in-law or daughter-in-law) of a school board member, the superintendent or a principal of the school where I am applying for employment. Therefore, I declare that I am not a relative to the individuals which hold any of these positions. I understand that false information given in regard to this will result in my immediate dismissal of employment and subject me to potential legal action.

By my signature, I certify, to the best of my knowledge, that all information contained in this application is true and represents me accurately. I understand that falsification of information on this application constitutes grounds for dismissal.

I authorize the Rockcastle County School System to conduct an investigation of personal, educational, vocational, and employment history. I further authorize any former employer, person, firm, corporation, educational institution, or government to provide the Rockcastle County School System with information regarding my performance, character, and general reputation. I discharge the Rockcastle County School System and those who provide information from any liability as a result of furnishing this information. I understand that the district is required to obtain a criminal background check and information obtained will become part of my personnel file.

Print Name Signature Date

COMPLETION OF THIS SECTION IS VOLUNTARY INFORMATION IS USED ONLY FOR STATISTICAL PURPOSES.

RACE:		SEX:	
White		Female	
Black		Male	
Other			

Rockcastle County Schools does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups.

The Rockcastle County Public School System does not discriminate on the basis of race, color, national origin, age, religion, marital status, sex, or disability in employment, educational programs, or activities as set forth in Title VI, Title VII, Title IX, Section 504, Americans with Disabilities Act, and Age Discrimination Act 1975. Any person having inquiries concerning the Rockcastle County Public Schools' compliance with Title VI, Title VII, Title IX, Section 504, Americans With Disabilities and Age Discrimination Act 1975 is directed to contact the Director of Student Services, who has been designated by the Rockcastle County Board of Education to coordinate the system's efforts to comply with Title VI, Title VII, Title IX, Section 504, Americans With Disabilities and Age Discrimination Act 1975. The Director of Student Services can be contacted at 245 Richmond St, Mt. Vernon, Kentucky 40456, or at (606) 256-2125.