



JEFFERSON HIGH SCHOOL

Administrator Application

PO Box 838, Boulder MT 59632 Phone:(406)225-3740 Fax:(406)225-3289

Date of Application: _____ Position(s) for which you are applying: _____

Are you currently under contract?: _____

PERSONAL DATA:

Name: _____ Address: _____

Phone:(____)_____ Message Phone:(____)_____ Email: _____

LICENSURE/CERTIFICATION:

Do you hold a Montana Certificate/License? _____ Folio Number: _____ Class: _____ Level: _____

Please list your Endorsements:

Number	Area	College Credits in this area	Number	Area	College Credits in this area

POST SECONDARY EDUCATION: *List most recent first.*

Attendance Dates	School/Location	Degree	Credits Earned	G.P.A.

EMPLOYMENT EXPERIENCE: *List most recent position that required certification first.*

Employment Dates	School Name Address & Phone	Grades & Subjects Taught	SUPERVISORY		
			Admin	Certified	Classified

--	--	--	--	--	--

May we contact your present employer? _____ If not, please explain: _____

REFERENCES: *Please list three.*

Name	Phone	Address	Occupation

CHILD SAFETY:

Have you, within the past seven years, been released from prison or been convicted of any form of violence, such as assault, rape, child abuse, child molestation, extortion, blackmail, or any offense that involves drugs, embezzlement, fraud, stealing, or robbery? _____ If yes, please attach a separate sheet explaining the nature, place and date of the crime.

Do you consent to a fingerprint/background check as required by state and federal laws for employment in a school district? _____

PREFERENCES:

Are you a Veteran? _____ Dates of Service: _____ Please list your military duties: _____

RELEASE OF LIABILITY

I hereby authorize Jefferson High School to inquire as to my record with any or all of my former and/or current employers or references with no liability arising there from. I thereby guarantee the above information is true. I understand misrepresentation or omission of facts called for is cause for dismissal.

Signature

Date

Supplemental Items:

- Letter of Interest
- Resume
- Copy of Certificate/License
- Transcripts
- Placement File or Letters of Reference
- Explanation Letter (if necessary)
- Response to attached questions