



East Link Academy Charter School

Dana M Hutto, Head of School dhutto@eastlinkacademy.org

PO Box 31487, Greenville, SC 29608

Phone (864)-775-1733 www.eastlinkacademy.org

EMPLOYMENT APPLICATION

We are an Equal Opportunity Employer and fully subscribe to the principles of Equal Employment Opportunity. Applicants and/or employees are considered for hire, promotion and job status, without regard to race, color, religion, creed, sex, marital status, national origin, and age, physical or mental disability.

PLEASE PRINT ALL INFORMATION

Last Name	First Name
Mailing Address	Home Address
City, State, Zip	City, State, Zip
Telephone Numbers: Home () - Other () -	Email:

Position Applying For:	Date of Application
------------------------	---------------------

CERTIFICATION/LICENSURE – Please enclose a copy of your certificate with this application.

Do you hold a valid teaching certificate/license? ____ Yes ____ No ____ Recent Graduate

Type of credential (ie, Provisional, Continuing, International, etc) _____

Licensed to teach in the following area(s) _____

Date Issued _____ Date Expires _____

Have you ever had your teaching certificate revoked or suspended? ____ Yes ____ No

EMPLOYMENT INFORMATION:

Have you ever filed an application with us before? ____ Yes ____ No If so, when? ____ / ____

Have you ever been employed with us? ____ Yes ____ No

Are you currently employed? ____ Yes ____ No

On what date would you be available to work? ____ / ____ / ____

If hired, can you provide evidence of US Citizenship or your legal right to work in the US? ____ Yes ____ No

Have you ever been convicted of or pled no contest to any crime, other than a minor traffic violation?

____ Yes ____ No (Conviction will not necessarily disqualify an applicant)

Are there any felony charges pending against you? ____ Yes ____ No

If "yes" to either of the two previous questions, please indicate where, when, and explain circumstances:

EDUCATIONAL BACKGROUND:

	School or Institute and Location	Dates	Major/Minor
High School		To	
College/University		To	
Graduate		To	
Other (Specify)		To	

Are you presently enrolled in a planned program of study? ____ Yes ____ No

If so, at which college and toward what goal? _____

EMPLOYMENT EXPERIENCE

Start with your present or last job

Employer:	From: _____ To _____
Telephone Number: () -	Position:
Address:	Starting \$ _____ Ending \$ _____
City: State: Zip:	Reason for Leaving:

Employer:	From: _____ To _____
Telephone Number: () -	Position:
Address:	Starting \$ _____ Ending \$ _____
City: State: Zip:	Reason for Leaving:

Employer:	From: _____ To _____
Telephone Number: () -	Position:
Address:	Starting \$ _____ Ending \$ _____
City: State: Zip:	Reason for Leaving:

ADDITIONAL INFORMATION:

Summarize any additional information that will give us a more complete estimate of your training, experience, character and ability. Emphasize any special preparation and training, your experience with extra-curricular activities, and any area of further training including military or other:

REFERENCES: Please list 3 references who have first-hand knowledge of your character and working ability in the area you are applying for. (Do not include relatives. Current and past employers preferred).

Name _____	Position _____
Address _____	City _____ State _____
Phone _____	Email _____

Name _____	Position _____
Address _____	City _____ State _____
Phone _____	Email _____

Name _____	Position _____
Address _____	City _____ State _____
Phone _____	Email _____

APPLICANT'S ACKNOWLEDGEMENT (Please read carefully before signing and dating the application).

I certify that all questions are fully and correctly answered. I understand that false statements or failures to discuss certain information may disqualify me for employment or, if employed, may result in my dismissal.

I authorize the release of information that may be required to make an employment decision from present and past employers, educational institutions, appropriate law enforcement agencies, and all other relevant sources. I release all parties from all liabilities for providing or using such information. All information (including information on any accompanying resume) is subject to verification. The results from any criminal records or background check may be grounds for disqualifying me or terminating my employment.

I recognize that neither this application nor any future employment is a contract. If I become employed, my employment will be at-will and for no definite period of time. I will be free to end my employment at any time for any reason, and East Link Academy Charter School has the same right

These provisions supersede any oral or written representation contrary, whether before or after my employment, unless a written statement is signed and dated by the hiring committee at East Link Academy Charter School.

_____/_____/_____
Signature of Applicant Date of Application