



SPRINGWOOD

S C H O O L

Excellence in the Making

1814 Cherry Drive
PO Box 1030
Lanett, Alabama 36863
334-644-2191 Office
334-644-2194 Fax
www.springwoodschool.com

APPLICATION FOR EMPLOYMENT

(Please Print)

Date: _____

Full Name: _____ Soc. Sec. No. _____
Last First MI

Present Mailing Address: _____

Permanent Mailing Address: _____

Telephone Numbers: _____
Present Work Cell Permanent

Person not living with you who might know how you may be contacted:

Name Address Telephone Number

U.S. Citizen? Yes _____ No _____ If no, explain _____

Do you have a valid Drivers License? Yes _____ No _____

Issuing State _____ Number _____ Expiration Date _____

Have you ever been arrested for or convicted of a felony or misdemeanor crime? Yes _____ No _____

If yes, when / where / charge? _____

Have you ever been involuntarily terminated from employment? Yes _____ No _____

If yes, please explain:

Employment History:

| Place of Employment | Dates | Position | Supervisor | Phone |
|----------------------------|--------------|-----------------|-------------------|--------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Schools or Colleges Attended:

| <u>School or College</u> | <u>From</u> | <u>To</u> | <u>Degree / Major</u> |
|---------------------------------|--------------------|------------------|------------------------------|
| | | | |
| | | | |
| | | | |
| | | | |

References:

| <u>Name</u> | <u>Address</u> | <u>Telephone</u> |
|-------------|----------------|------------------|
| 1. _____ | | |
| 2. _____ | | |
| 3. _____ | | |

Facts which you believe qualify you to fill position desired:

I certify that the information given herein is accurate to the best of my knowledge.

Signature: _____ Date: _____

REFERENCE

Springwood School
P. O. Box 1030
Lanett, AL 36863
(334) 644-2191

To The Applicant: Please complete the applicant section and direct this form to an individual listed on your application as a reference. Ask that the form be returned to you in the envelope provided which must remain sealed until received at Springwood School.

Applicant's Full Name & Address: _____

Position Being Applied For: _____

Person Completing Reference Form: _____

Please respond to each of the areas for which you have knowledge. Give your candid opinion of the individual's qualifications for the indicated position.

| | Excellent | Above Average | Average | Below Average | Poor |
|--|------------------|--------------------------|----------------|--------------------------|-------------|
| 1. Character | | | | | |
| 2. Personality | | | | | |
| 3. Enthusiasm for Teaching | | | | | |
| 4. Dependability | | | | | |
| 5. Tact | | | | | |
| 6. Initiative | | | | | |
| 7. Oral Communication Skills | | | | | |
| 8. Written Communication Skills | | | | | |
| 9. Decision-Making Skills | | | | | |
| 10. Promptness | | | | | |
| 11. Interaction with students | | | | | |
| 12. Interaction with co-workers | | | | | |
| 13. Level of professional growth | | | | | |
| 14. Loyalty and Co-operation | | | | | |
| 15. Management of instructional time | | | | | |
| 16. Management of student behavior | | | | | |
| 17. Willingness to accept constructive criticism | | | | | |

(over)

How long and in what capacity have you known the applicant: _____

If it were your personal decision, would you recommend employment of the applicant? _____

If no, please explain. _____

Other comments. _____

Signature

Date

Name (Please Print): _____

Position: _____

Company/School: _____

Address: _____

Telephone Number: _____