

Monticello Montessori Charter School Certified Employment Application

Name: (Please Print) _____ Date: _____
First Name Middle Initial Last Name

Return completed application to:

Monticello Montessori Charter School
4707 Sweetwater Way
Ammon, ID 83406

OR

Administrator@monticellomontessori.com

1. Position Applying for: _____

For Office Use Only Date Received: _____

Monticello Montessori Charter School is committed to providing equal employment opportunities for all persons without regard to race, creed, color, national origin, gender, age, or physical/mental disability as required by applicable state and federal law.

PLEASE NOTE: To be considered for employment, all areas of the application form must be completed.

2. Personal Information

Address: _____
Number and Street City State Zip Code

Home Phone: (____) _____ Cell Phone: (____) _____

Work Phone: (____) _____ Email: _____

3. Experience and Education

EXPERIENCE: List all positions you have held for 6 months or longer. Begin with most recent employer. Continue on separate sheet if needed.

Employment Dates	Position	Employer	Address and Phone	Supervisor

EDUCATION: List all education. Begin with high school education. Continue on a separate sheet if needed.

School or University Name	Location	Dates Attended	Diploma/ Degree	or Credits Earned	Date Awarded

ADDITIONAL TRAINING: Include information on training beyond graduation or your last degree.

Name of Institute	Location	Dates Attended	Training Certificate or Subject Area	Sem. Hrs. Earned

4. References

List three (3) professional references capable of assessing your ability to perform the work you are applying for. Include contact information for each reference.

Name	Address, State, Zip

Position	Work Phone	Alt. Phone
Name	Address, State, Zip	
Position	Work Phone	Alt. Phone
Name	Address, State, Zip	
Position	Work Phone	Alt. Phone

5. Associations

Please list professional memberships or organization to which you belong:

6. Honors & Leadership

Please provide any honors or leadership you would like Monticello Montessori Public Charter School District to be aware of:

7. Personal Attributes

List attributes you believe will contribute to your success in the position applied for. Also, please briefly explain how each attribute you list will support your success.

8. Essay Questions – Type your answers in the boxes below. The boxes will expand.

1. Please describe the role of the Montessori teacher in the classroom.

2. How do you understand the relationship between mutual collegial inquiry and achievement improvement?

3. How do you foresee that a public Montessori school can achieve core standards learning targets while simultaneously retaining fidelity to Montessori pedagogy?

4. Please describe the importance to the classroom teacher and to the district as a whole of following the school curriculum.

6. Ability

Are you able, with reasonable accommodations, to perform the requirements of the position applied for?

YES NO

Please explain accommodations you may need:

7. Veteran's Preference

Do you claim Veteran's Preference? YES NO

Have you previously claimed such Preference? YES NO

8. Background

1) Have you ever resigned, been asked to resign or been dismissed from a position as an employee or as a volunteer, because you were accused of an incident of sexual misconduct or harassment of a person under the age of 18 years? YES NO

If yes, a written explanation is required:

2) Have you ever been convicted of a criminal offense (other than a minor traffic offense)? ___ YES ___ NO

If yes, a written explanation is required:

If yes, give the date, place, nature of offense, and circumstances. Include all guilty pleas, withheld judgments, pleas of nolo contendere, and other convictions:

Date	Location	Conviction	Disposition	Remarks

It is the applicant's responsibility to determine the nature of his/her criminal record. Failure to include any conviction will be considered a deliberate misrepresentation and may result in dismissal. A conviction will not automatically disqualify the applicant from employment. The seriousness of the crime, the relationship to the individual job duties and the date of the conviction will be considered. Monticello Montessori will treat answers to the questions above as confidential and no disclosure will be made without the applicant's permission.

Please Read these Terms and Conditions Carefully

I, *(Please print name)* _____, hereby authorize Monticello Montessori Charter School to contact, obtain, and verify the accuracy of the information contained in this application from all previous employers, educational institutions, and references. I authorize the release of my personnel file from any and all former school district employers as required for my employment and release from liability the potential employer and its representatives for seeking, gathering, and using such information to make employment decisions, as well as all other persons or organizations for providing such information.

I understand that any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate termination of employment if I am employed, whenever it may be discovered. I understand that Monticello Montessori Charter School does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any application from consideration for employment on a basis prohibited by applicable local, state, or federal law.

I also understand that if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit such proof with the required time shall result in immediate termination of employment.

I understand that fingerprinting, a criminal records check, and screening though the Central Sex Offender Registry of Idaho are required for any successful applicant of Monticello Montessori Charter School District No. 474. Any offer of employment in a public school is contingent upon meeting these security clearances. The cost of fingerprinting is considered an expense to the applicant upon hire, and will not be reimbursed by the district. (The current processing fee is approximately \$40.)

In the event I am employed by Monticello Montessori Charter School, I agree to abide by all its applicable policies and procedures.

My signature below certified that I have read and understand this page, and agree to the terms and conditions outlined in this document.

Signature of Applicant _____ Date _____