

Keys School District

CERTIFIED EMPLOYEE APPLICATION FORM

Name: _____ Social Security #: _____

Address: _____ Date of Birth: _____

City: _____ State: _____ Zip Code: _____ Phone: _____

Are you a US Citizen? Yes () No ()

Do you hold an Oklahoma Teaching license: Yes () No () Expiration date: _____

Educational and Professional Training

Name of Institution	Dates Attended	Year of Graduation	Total Hrs. or Degree Earned

- *Attach college transcript(s) and resume (photograph is optional).*

Undergraduate Area of Specialization: Major: _____ Minor: _____

Graduate Area of Specialization: Major: _____ Minor: _____

Licensed Type

What type of teaching license do you hold? Traditional () Non- Traditional () Provisional ()

Please list specific grades and/or subjects you are qualified to teach: _____

Teaching Experience

List all experience in chronological order and account for each school year since you began teaching

From/To	Name and Address of School	Subject/Grade	Full/Part Time	Reason for Leaving

Keys School District

Non-Teaching Experience (Include Military Service Record)

From/To	Name and Address of Employer	Supervisor Name & Contact Number	Reason for Leaving

Practice Teaching

Name of School	Grade or Subject	Name of Principal

List of References

Name / Title	Organization & Address	Home & Work phone number	Email Address

EMPLOYMENT APPLICATION QUESTIONNAIRE

Do you have any reason to believe that you may not be able to perform all the essential duties required by the position for which you are applying?

Yes () No () If yes please explain:

Keys School District

Have you ever been convicted of any crime or offense(felony or misdemeanor), entered a plea of guilty, plea of no contest, received a suspended imposition of sentence or a deferred disposition, had a charge dismissed after a period of probation, or is there a criminal charge pending against you? (Do not include convictions for minor traffic violations do include DWI/DUI convictions and habitual offender violations.)

Yes () No () If yes, please explain:

I certify that the information I have provided to the foregoing questions is true and correct and that no attempt has been made to conceal pertinent information. I understand that, if employed, false statements on this application shall be considered sufficient cause for dismissal.

Signature: _____ **Date:** _____

Please email, drop off or mail applications to:

Keys School District
26062 Highway 82
Park Hill, OK 74451
918-456-4501
drucker@kpscougars.org

Note: *(All new hires are required to pass a background check and drug test before employment)