

# HAPPY VALLEY UNION ELEMENTARY SCHOOL DISTRICT

16300 Cloverdale Rd  
Anderson, CA 96007 (530) 357-2134

## Certificated Application

Please attach:  
Cover Letter, Resume, and Copy of Transcript

Note: Application and supporting documentation becomes the property of Happy Valley UESD and will not be returned to applicant.

Name: \_\_\_\_\_  
           Last            First            Middle

Position Applying: \_\_\_\_\_

Address: \_\_\_\_\_  
   Street

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

\_\_\_\_\_

City                            State            Zip

### CREENTIALS

List all valid California teaching credentials by exact title (and subject area when appropriate) and expiration date.


Please attach copies of credentials listed.                            CBEST Test (If required)   Yes \_\_\_\_   No \_\_\_\_

### EDUCATION

Dates Attended	College or University and Location	Degree	Major	Minor

Number of semester units of graduate work beyond BA or BS degree (1 Qtr. Unit = 2/3 Sem. Unit) \_\_\_\_\_

List languages that you read, speak, or write fluently: \_\_\_\_\_

List professional organizations, clubs, societies or other professional associations of which you are a member: \_\_\_\_\_

### TEACHING EXPERIENCE INFORMATION

Begin with most recent experience. (List teaching, supervision and administration experience.)

FROM	TO	EMPLOYER (Name, Address, Telephone)	JOB TITLE AND DUTIES PERFORMED
	Substitute		
Full-time	Part-time		
Temporary			
REASON FOR LEAVING:			Supervisor:
FROM	TO	EMPLOYER (Name, Address, Telephone)	JOB TITLE AND DUTIES PERFORMED
	Substitute		
Full-time	Part-time		
Temporary			
REASON FOR LEAVING:			Supervisor:

**WORK EXPERIENCE OTHER THAN TEACHING**

<b>FROM</b>	<b>TO</b>	<b>EMPLOYER (Name, Address, Telephone)</b>	<b>JOB TITLE AND DUTIES PERFORMED</b>
Substitute			
Full-time	Part-time		
Temporary			
<b>REASON FOR LEAVING:</b>		Supervisor:	
<b>FROM</b>	<b>TO</b>	<b>EMPLOYER (Name, Address, Telephone)</b>	<b>JOB TITLE AND DUTIES PERFORMED</b>
Substitute			
Full-time	Part-time		
Temporary			
<b>REASON FOR LEAVING:</b>		Supervisor:	

**OUTSIDE INTERESTS:** (i.e., sign language skills, Special Olympics, etc.) Since teachers may be expected to assist in student activities, this information may be helpful.

<u>Have Strong Interest In:</u>	<u>Have Some Interest In:</u>

**PROFESSIONAL REFERENCES:**

May we contact your present/past employer(s) for a reference? Yes \_\_\_\_\_ No \_\_\_\_\_

Name	Address	Telephone Number

**ADDITIONAL INFORMATION**

Have you ever been dismissed or asked to resign from a position? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever been convicted of a felony? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever been convicted of a misdemeanor that resulted in imprisonment? Yes \_\_\_\_\_ No \_\_\_\_\_

**NOTE:** State law prohibits school districts or county offices of education from employing individuals convicted of a serious or violent felony. The Happy Valley UESD conducts an extensive criminal background check of candidates prior to making a final offer of employment. Conviction of a misdemeanor will not necessarily disqualify you from consideration.

**If the answer to any of the above questions is YES, please explain in comments section below.**

**COMMENTS:** \_\_\_\_\_

\_\_\_\_\_

**NOTE:** State law requires fingerprint clearance, a tuberculin test, and employment eligibility verification for all Happy Valley UESD employees. Also, designated classifications of employees are required to pass substance abuse testing, a pre-employment physical examination and/or skills testing.

If I am being considered for employment, I authorize the Happy Valley UESD to contact references (e.g., former employers, educational institutions) I have listed to verify the application information provided. I release from all liability, per the attached, signed authorization, persons and organizations reporting information required by this application.

I certify that all information on this employment application is accurate and true to the best of my knowledge. I understand and agree that any misstatements, omissions, or falsification of material facts herein will cause forfeiture of all rights, terms, conditions, and privileges of employment with the Happy Valley UESD.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date