



660 Syracuse Street  
 Colorado Springs, CO 80911  
 Phone: (719) 391-3977 Fax: (719) 391-1744  
 www.jmcacolorado.org

TELEPHONE NUMBER(S):

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

Cell: \_\_\_\_\_

Other: \_\_\_\_\_

## APPLICATION FOR EMPLOYMENT

SOCIAL SECURITY NUMBER: \_\_\_\_\_

NAME: \_\_\_\_\_  
First Middle Last

List any other name under which records may be received or listed: \_\_\_\_\_

PRESENT ADDRESS: \_\_\_\_\_  
 \_\_\_\_\_  
City State Zip

PERMANENT ADDRESS: \_\_\_\_\_  
 \_\_\_\_\_  
City State Zip

If unable to contact, a message may be left with: \_\_\_\_\_  
Name Tel. No

POSITION APPLIED FOR:

___ Principal	___ Administration
___ Educational Assistant	___ Custodian
___ Teacher (Circle area of interest)	
K-3    4-6    Art    Music    PE	

Type of License: \_\_\_\_\_ Issuing State: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**James Madison Charter Academy seeks to employ the best teachers. Only professionally trained individuals, possessing at least a Bachelor's degree, will be considered. *All applicants must currently hold, or be able to obtain, a Colorado Certificate/License.***

- The following items must be provided before any application will be considered:
- (1) Complete and signed application form
  - (2) The names and phone numbers of three current references from supervisory personnel who are qualified to rate your professional and/or educational performance and qualifications
  - (3) A copy of current Colorado Certificate/Licensure
  - (4) Current Resume

Please complete this application form and return to JMCA at the above address or fax number.

**AN EQUAL OPPORTUNITY EMPLOYER**

**EDUCATION**

	NAME OF SCHOOL	LOCATION	DATE ATTENDED FROM---TO	SEMESTER HOURS	MAJOR	MINOR
HIGH SCHOOL						
COLLEGES						

Degree: \_\_\_\_\_ Institution: \_\_\_\_\_ Date Conferred: \_\_\_\_\_

Degree: \_\_\_\_\_ Institution: \_\_\_\_\_ Date Conferred: \_\_\_\_\_

Dates, schools, and other credits earned and not credited toward degree: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**TEACHING/ADMINISTRATIVE EXPERIENCE**

(Begin with most recent employment)

SCHOOL DISTRICT	LOCATION	GRADE OR SUBJECT	DATES FROM---TO	YEAR(S)	SALARY

**For the following 3 questions, please circle YES or NO.**

1.) Have you ever been convicted of any felony or misdemeanor involving alcohol or drugs? YES NO

2.) Have you ever been convicted of any other felony or misdemeanor? YES NO

3.) Were you ever discharged or forced to resign from any position for misconduct or unsatisfactory services? YES NO

If yes, state all details: \_\_\_\_\_

\_\_\_\_\_

**REFERENCES**

Please list references who are knowledgeable about your performance and qualifications for the position you seek. Please indicate superintendents and principals with whom you have worked.

**PROFESSIONAL REFERENCES:**

NAME	ADDRESS	TELEPHONE NO.	POSITION/OCCUPATION

**PERSONAL REFERENCES:**

NAME	ADDRESS	TELEPHONE NO.	POSITION/OCCUPATION

Are you under contract? \_\_\_\_\_ When will you be available? \_\_\_\_\_

Are you qualified and willing to coach or supervise a student activity? If yes, please indicate areas.

\_\_\_\_\_  
\_\_\_\_\_

Indicate any other information that might be of value to us as we evaluate your application (i.e. special interests). \_\_\_\_\_  
\_\_\_\_\_

I authorize my former employers to give information regarding me whether or not such information is on their record. I hereby release them and their District/Company from all liability for any damage whatsoever for issuing same. I hereby certify that answers given by me in this application are accurate and true unless so qualified as approximately correct. I understand that I will be subject to dismissal from employment or disqualified from further consideration for employment if investigation discloses otherwise.

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

\_\_\_\_\_  
Date

This application is valid for one year. An application can be renewed by filing a new application and updating vital information. It is subject to public inspection in accordance with applicable provisions of Colorado’s “Open Records” laws.