



VILLAGE TECH SCHOOLS JOB APPLICATION

Thank you for your interest in VTS. Please fill out the following application. Complete as much as possible.

AVAILABLE POSITIONS

Please select ALL available positions that you would be interested in. Please note: the positions listed below are based on this application type.

- District / Central Administration
- Principal / Campus Administration
- District / Campus Support position
- Teacher (please specify grade level and/or content area: _____)
- Other Certified Staff position (please specify): _____
- Paraprofessional / Aide position (please specify): _____

SCHOOL YEAR APPLYING FOR: _____

OTHER POSITIONS

To apply for positions which are not currently listed as available, please select all positions/locations which interest you:

Please enter comments or position preferences:

PERSONAL INFORMATION

Name (first, last)	Email Address	Daytime Phone	Date of Availability
Current Street Address		City/State/Zip	Authorized to Work In

EDUCATION HISTORY

School/program	Location	Degree/Level	Major(s)	Minor(s)	GPA	Dates

STUDENT TEACHING

Status: completed in process other, please explain: _____

School Name	Location	School Type	Position	Grade Received	Dates

CERTIFICATION / LICENSE (PLEASE ATTACH A COPY)

Issued By (state)	Certificate/License	Endorsements/Subject	Expiration Date	Positions/ Grade Levels
Check here if going through or completed Alternative Certification <input type="checkbox"/> Name of Alternative Certification Program: _____		Are you highly qualified for the position you are applying for? Circle one: Yes No		

WORK EXPERIENCE: EDUCATION

POSITIONS BELOW			
Location:	School Type (charter/public/private):	District/Division Name:	Contract Type:
Position(s)	Description :		Dates:
Location:	School Type (charter/public/private):	District/Division Name:	Contract Type:
Position(s)	Description :		Dates:
Location:	School Type (charter/public/private):	District/Division Name:	Contract Type:
Position(s)	Description :		Dates:

WORK EXPERIENCE: OTHER

Employer	Location	Position Title	Dates

MILITARY EXPERIENCE

Leave blank if not applicable.

Branch of Service	Duty Description	Dates	Type of Discharge

EXTRACURRICULAR ACTIVITIES

Activity	Description	Dates

LANGUAGE ABILITIES

Language	Abilities (check all that apply)			
	<input type="checkbox"/> Understand Con conversationally	<input type="checkbox"/> Speak Con conversationally	<input type="checkbox"/> Read	<input type="checkbox"/> Write
	<input type="checkbox"/> Understand Con conversationally	<input type="checkbox"/> Speak Con conversationally	<input type="checkbox"/> Read	<input type="checkbox"/> Write
	<input type="checkbox"/> Understand Con conversationally	<input type="checkbox"/> Speak Con conversationally	<input type="checkbox"/> Read	<input type="checkbox"/> Write

AWARDS AND HONORS

	Description (if necessary)	Date (if necessary)

PROFESSIONAL MEMBERSHIPS

Organization	Office Held (if applicable) or Description (if necessary)	Dates

REFERENCES

Please add at least three references of employers.

Name	Relationship	Position/Title	Company	Address	Phone	Email

BACKGROUND INFORMATION

Question	No	Yes	If yes, please explain
Have you ever been refused tenure, suspended, or terminated?	<input type="checkbox"/>	<input type="checkbox"/>	
Have you ever been convicted of a crime or offense?	<input type="checkbox"/>	<input type="checkbox"/>	
Have you ever had a teaching license revoked?	<input type="checkbox"/>	<input type="checkbox"/>	
Have you ever been discharged or requested to resign a former position?	<input type="checkbox"/>	<input type="checkbox"/>	
Have you undergone a criminal history record check within the last 90 days?	<input type="checkbox"/>	<input type="checkbox"/>	

SUPPLEMENTAL QUESTIONS

Please describe your philosophy of education:

Please describe why you would like to be part of Village Tech Schools:

Do you agree to inform our staff if at any point you choose to withdraw your application or are hired by another employer?

What is your date of availability? If you are not already a local resident, please describe your anticipated time frame of moving to our area.

If you are not a U.S. citizen, have you received INS authorization to work in the United States?

not applicable yes no (please explain) _____

Are you Spanish bilingual? yes no

COMMENTS

Enter additional comments about your application, if any:

SIGNATURE

I hereby certify that all statements made hereon are true and correct to the best of my knowledge and authorize Village Tech Schools representatives to investigate, either orally or in writing, any and all of my past and present work, education, and law enforcement records to ascertain any and all information which may be pertinent to my employment qualifications. The release of any and all information is authorized whether same is of record or not, and I do hereby release from all liability persons and organizations reporting information required by this application. I understand that any false statements or deliberate material omissions shall be sufficient cause for dismissal or disqualification from employment. I hereby waive any right to see any written materials submitted to Village Tech Schools in response to the above inquiries or notes of any oral communication relative to such inquiries. I understand that if I am hired by Village Tech Schools and any information received in response to the above inquiries is placed in my personnel file, that I may be denied the right to inspect such material. In the event I am employed by Village Tech Schools, I also give my permission for the Principal or his/her designee to provide on request from future prospective employers, any information relating to my employment with Village Tech Schools.

In accordance with Texas State Law, applicant consents that Village Tech Schools may conduct a criminal background check, and I hereby waive my rights to written notice of such. No applicant for employment shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity on the basis of sex, race, religion, age, national origin or disability. Accommodations will be made as necessary for applicants with disabilities. In connection with my application for employment with Village Tech Schools, I hereby authorize Village Tech Schools to investigate my past and present work, education, and law enforcement records to ascertain any and all information which may be pertinent to my qualifications. I do hereby release all persons, firms, agencies, companies, groups or installations from any damages of, or resulting from, providing such information. I further agree that a copy of this release shall function as an original.

I agree Signature: _____

Please scan and email to:

employment@villagetechschoos.org

Or mail to:

Village Tech Schools
ATTN: HR Department
1010 E. Parkerville Road
Cedar Hill, TX 75104

Pre-Employment Affidavit for Applicant

For purposes of this affidavit:

Adjudication and conviction refer to a conviction, plea of guilty or no contest (*nolo contendere*), probation, suspension, or deferred adjudication.

Charge refers to a formal criminal charge as documented by a primary charging instrument (a complaint, information, or indictment) under the Texas Code of Criminal Procedure.

Inappropriate relationship refers to the crime of improper relationship between educator and student in Texas Penal Code section 21.12, and any other inappropriate relationship as determined by the State Board for Educator Certification.

I declare the following:

- I have never been charged with, adjudicated for, or convicted of having an inappropriate relationship with a minor.
- I have been charged with, adjudicated for, or convicted of having an inappropriate relationship with a minor. The charge, adjudication, or conviction was determined to be **false**. The following are all of the relevant facts pertaining to the charge, adjudication, or conviction:
- I have been charged with, adjudicated for, or convicted of having an inappropriate relationship with a minor. The charge, adjudication, or conviction was determined to be **true**. The following are all of the relevant facts pertaining to the charge, adjudication, or conviction:

Declaration of Applicant

The following affidavit is offered to satisfy the requirement of Texas Education Code section 21.009 for a pre-employment affidavit, in accordance with Texas Civil Practices and Remedies Code section 132.001. An applicant who is offered employment will be asked to complete a notarized affidavit attesting to the same.

I declare under penalty of perjury that the foregoing is true and correct.

Name (First, Middle, Last)

Date of Birth

Address (Street, City, State, Zip Code)

County

Executed in _____ County, State of Texas, on the ____ day of _____, _____.
County Date Month Year

(Signature of Declarant)

*I understand that the date of birth I am providing will not be used to determine eligibility for employment but will be used solely for the purpose of this pre-employment affidavit.**

*This form will be removed from the application and filed separately in the HR office.

Approved by the Texas Commissioner of Education, October 2017.