

**MALTA I.S.D.**  
**EMPLOYMENT APPLICATION FOR PROFESSIONAL PERSONNEL**

*An Equal Opportunity Employer\**

Date of application \_\_\_\_\_

**Personal Data**

Name \_\_\_\_\_  
Last First Middle initial

Current address \_\_\_\_\_  
Street/Box City State ZIP Code

Other address where you may be reached \_\_\_\_\_

Home phone \_\_\_\_\_ Cell phone \_\_\_\_\_ Other phone \_\_\_\_\_

Other name that may appear on records \_\_\_\_\_

*(Used for certification, reference, and criminal history record checks)*

**Position Data**

List the position(s) for which you are applying \_\_\_\_\_

Credentials included with application:

- Résumé
- All teaching and professional certificates or licenses
- All transcripts showing degrees

Date you can begin work \_\_\_\_\_

Have you been employed by Malta ISD in the past?  Yes  No

If you answered yes, provide dates of employment \_\_\_\_\_

**Education/Training**

Name and location of schools attended	Course of study and major/minor	Diploma, degree, certificate, or license granted	Year graduated <i>(College only)</i>

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**Certification/Licensure**

Certificates or Licenses Currently Held:

- None
- Valid Texas
- Valid Other State \_\_\_\_\_
- Texas One-Year (out-of-state/country): Expiration date: \_\_\_\_\_
- Other: \_\_\_\_\_

Category/Level(s) of Certification: \_\_\_\_\_

Areas of Specialization/Supplemental Certificates/Endorsements (as listed on certification):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Teaching Experience**

List teaching experience beginning with most recent years.

Name and location of school		Name and location of school	
Type of assignment		Type of assignment	
Dates taught		Dates taught	
Principal's name and phone		Principal's name and phone	
Reason for leaving		Reason for leaving	
Name and location of school		Name and location of school	
Type of assignment		Type of assignment	
Dates taught		Dates taught	
Principal's name and phone		Principal's name and phone	
Reason for leaving		Reason for leaving	

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Other Work Experience

Please provide a list of all other jobs or administrative positions you have held in the past 10 years. Attach additional sheets if necessary. Attach résumé if available.

Employer name and location		Employer name and location	
Position/title held		Position/title held	
Dates employed		Dates employed	
Supervisor's name and phone		Supervisor's name and phone	
Reason for leaving		Reason for leaving	
Employer name and location		Employer name and location	
Position/title held		Position/title held	
Dates employed		Dates employed	
Supervisor's name and phone		Supervisor's name and phone	
Reason for leaving		Reason for leaving	

References

Please list references the district can contact regarding your work history.

Full name of reference	School district/ firm name	Mailing address	Position/title	Area code/ phone number

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**General Information**

Do you have a relative who serves on the Board of Education or is an employee of Malta ISD?

Yes  No If yes, please provide the relative's name and relationship: \_\_\_\_\_

\_\_\_\_\_

Have you ever been convicted of, pled guilty or no contest (nolo contendere) to, or received probation, suspension, or deferred adjudication for a felony or any offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, and indecency with a minor)?  Yes  No

If yes, please state where, when, and the nature of the offense \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(A felony conviction is not an automatic bar to employment. The district will consider the nature, date, and relationship between the offense and the position for which you are applying.)

**Verification**

I hereby affirm that all information provided in this application is true and accurate to the best of my knowledge and understand that any deliberate falsifications, misrepresentations, or omissions of fact may be grounds for rejection of my application or dismissal from subsequent employment.

I authorize the references listed on the previous page to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all such parties from liability for any damage that may result from furnishing the same to you.

I understand that the district is required by Texas Education Code to review criminal history of applicants.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

This application becomes the property of the district. The district reserves the right to accept or reject it.

*\*Applicants for all positions are considered without regard to race, color, national origin, religion, sex, marital status, veteran or military status, disability, or any other legally protected status*

The district Title IX Coordinator is Mr. Stacy Starrett.

# CRIMINAL HISTORY RECORD INFORMATION REQUEST

**Confidential\***

The Malta Independent School District is required by state law to review the criminal history of applicants, employees, student teachers, and volunteers. The information requested below is necessary to obtain criminal history record information.

*Please print.*

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

Date of birth \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Sex:  Male  Female

Ethnicity:  Black  White/Other

I understand that the information I am providing about age, sex, and ethnicity will not be used to determine eligibility for employment but will be used *solely* for the purpose of obtaining criminal history record information.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\* This form will be removed from the application and filed separately in the Superintendent's office.