

St. Mary's Episcopal School  
505 East Covell Road  
Edmond, Oklahoma 73034  
405-341-9541/ fax: 405-285-4126



**TEACHER APPLICATION**

Date of Application: \_\_\_\_\_  
Name: \_\_\_\_\_  
Social Security No. \_\_\_\_\_  
Address: \_\_\_\_\_  
Street City State & Zip  
Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
Religious Affiliation (optional): \_\_\_\_\_

**POSITION**

(Check areas of interest)

Preschool Program	_____	2nd Grade	_____
Prekindergarten Program	_____	3rd Grade	_____
Kindergarten	_____	4th Grade	_____
1st Grade	_____	5 <sup>th</sup> Grade	_____

Specialized Area \_\_\_\_\_  
Willing to Substitute \_\_\_\_\_

**EDUCATION**

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Name of school or institution	Major(s)/Degree	Date of Graduation
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High School: \_\_\_\_\_  
College/University: \_\_\_\_\_  
Graduatework: \_\_\_\_\_

St. Mary's is open to any qualified teacher regardless of race, color, national origin, sex or age.

**WORK EXPERIENCE** (Please include your most recent jobs)

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Name of school or business	Location	Position	Date left
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PERSONAL REFERENCES (2)**

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Name	Position	Work Phone	Home Phone
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1. \_\_\_\_\_  
2. \_\_\_\_\_

**PROFESSIONAL REFERENCES (2)**

Name	Position	Work Phone	Home Phone
1. _____			
2. _____			

**TEACHER CERTIFICATION** (Please attach copy of certificate and college transcript)

Teacher certification (Number and state) \_\_\_\_\_

Type of Certificate: \_\_\_\_\_

Number of hours or credits in education courses: \_\_\_\_\_

I certify that the statements contained herein are true, complete, and correct to the best of my knowledge and understand that a background check will be obtained

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

**PLEASE ANSWER EACH QUESTIONS BELOW**

May we contact your present employer? \_\_\_ yes \_\_\_ no \_\_\_N/A

Have you ever been convicted of a crime (other than traffic violation)? \_\_\_ yes \_\_\_ no  
If so please explain.) \_\_\_\_\_  
Conviction will not necessarily disqualify you from employment.)

Are you a citizen of the United States? \_\_\_ yes \_\_\_no  
(If no, does your immigration status permit you to work? Proof must be provided.

Why did you want to become a teacher? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please describe yourself as a teacher of children. Tell us the strengths you could bring to our students and to our staff and what you consider to be the most significant goals of a teacher of children.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any professional memberships, achievements, and professional and personal interests.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Why do you desire to leave your present position, or why did you leave your last position? (disregard if graduating this year) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been involuntarily terminated from employment? \_\_\_\_ yes \_\_\_\_ no  
If yes please explain. \_\_\_\_\_

What instructional approaches or techniques work best for you in teaching? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What are your sources of ideas? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How do you handle confrontation? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How do you build a rapport with your students and parents? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What about teaching is most rewarding to you? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

After reviewing the job description, can you perform the essential job functions with or without accommodations? Yes \_\_\_\_\_ No \_\_\_\_\_

Would you be willing to demonstrate how you would do the essential job functions with or without reasonable accommodations?  
Yes \_\_\_\_\_ No \_\_\_\_\_

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