



CISTERCIAN PREPARATORY SCHOOL

3660 CISTERCIAN ROAD
IRVING, TEXAS 75039
469-499-5400

Application for Faculty Position

Date: _____ Teaching Fields: _____

Last Name First MI Name Preferred

Street Address City State Zip Code

Home Phone Office Phone E-Mail

Marital Status Spouse's Name/Occupation # of Dependent Children

Religion Place of Birth

Hobbies, Areas of Interest

U.S. Citizen _____ Yes _____ No

Have you ever been charged with a misdemeanor or felony? _____ Yes _____ No

If yes, please explain on a separate sheet.

Is there any reason, including those related to physical or mental health, that might keep you from effectively working with children or that might cause a child potential harm? _____ Yes _____ No

Educational Background (Please complete or submit resume.)

High School City Diploma Year

College/University City Degree/Major Year

College/University City Degree/Major Year

College/University City Degree/Major Year

Honors, Awards, Grants

Further Studies/Professional Development

Teacher Certification State Level Subject(s) Date

Cistercian Preparatory School makes employment decisions without regard to race, color, creed, age, national or ethnic origin, disability or veteran status.

Teaching Experience (Please complete or submit resume.)

1. _____
Name of School Address City/State/Zip

Supervisor Telephone No.

Subject Taught Date Employed

2. _____
Name of School Address City/State/Zip

Supervisor Telephone No.

Subject Taught Date Employed

3. _____
Name of School Address City/State/Zip

Supervisor Telephone No.

Subject Taught Date Employed

Other Employment Experience (Please complete or submit resume.)

Employer #1 Address City/State/Zip

Supervisor Telephone No.

Work Performed Date Employed

Employer #2 Address City/State/Zip

Supervisor Telephone No.

Work Performed Date Employed

Employer #3 Address City/State/Zip

Supervisor Telephone No.

Work Performed Date Employed

Personal References (Please complete or submit resume.)

1. _____
Name Occupation Telephone No.

Address City State/Zip

2. _____
Name Occupation Telephone No.

Address City State/Zip

3. _____
Name Occupation Telephone No.

Address City State/Zip

Personal Statement

On the back of this application, please compose a brief statement in which you explain how you would contribute to the education of boys at Cistercian.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in this application to verify my statements, and I authorize the past employers, all references, and any other persons to answer all questions asked concerning my ability, character, reputation, and previous employment record and history. I release all such persons from any liability or damages on account of having furnished or requested such information.

Signature of Applicant

Date

Return the completed form to
the Safe Environment
Coordinator/Assistant to the
Headmaster.

**AUTHORIZATION FOR
RECORDS CHECK AND RELEASE OF RECORDS**

The undersigned has applied for employment or volunteer work with Cistercian Preparatory School, a private school in Irving, Texas. I hereby authorize the release of any information or records held by any law enforcement agency or records-maintenance agency to Cistercian Preparatory School or its agent. This authorization expressly includes, but is not limited to, records or information pertaining to any criminal convictions, charges, or inquiries. I further authorize Cistercian Preparatory School to regularly process complete or partial updates of this information, as necessary, according to the schedules expressed in the School's Child Abuse Policy.

I further state that this authorization has been carefully read, and I fully understand the contents thereof, and have signed the same as my own free act. By signing below I hereby agree to release and hold harmless Cistercian Preparatory School for any action taken pursuant to this Authorization. I authorize Cistercian Preparatory School to rely on any information obtained pursuant to this Authorization in determining whether or not to offer me employment, whether gainful or volunteer, with the school.

Date: _____ Printed Full Name: _____

Soc. Sec. No.: _____

Date of Birth: _____

Driver's License No.: _____

Addresses for the last seven (7) years (use back if necessary):

I certify that all of the information above is true and correct.

Signature: _____

Date: _____