Submit Form

CONEJO VALLEY UNIFIED SCHOOL DISTRICT
1400 E. Janss Road
Thousand Oaks, CA 91362-2198
(805) 497-9511 · FAX (805) 449-2631
www.conejo.k12.ca.us

APPLICATION FOR CERTIFICATED EMPLOYMENT

TO THE APPLICANT:
Thank you for your interest in our school system. Please complete the application information and return it at your earliest convenience. Your application will be kept on file for a period of **one year** for consideration for any openings which occur where interest has been expressed and you are eligible. You will be contacted if you are selected for a personal interview. The candidate should exercise the greatest care in filling out this application. Information given herein becomes a part of the teacher's contract in case of election, and the form itself is included in the teacher's permanent cumulative personnel file.

PERSONAL INFORMATION:

Last Name: First Name: Middle Initial:

Prior Name (if applicable):

Address:
(Include Street, City, State and Zip Code)

Home Phone: Cell Phone:

Social Security Number: Email:

Date of Availability to Work:

This application is for: Permanent employment ☐ **Substitute employment** ☐ **Both** ☐

If applying for a specific position, please specify the Grade, Subject, or Type of Position:

I am interested in teaching the following:
Elementary (K-5) ☐ Middle (6-8) ☐ High (9-12) ☐ Special Education (K-12) ☐

If interested in teaching at the middle or high school levels, please select from the following subject areas that you are credentialed to teach:

Art ☐ Biology ☐ Chemistry ☐ English ☐ Foreign Language ☐ GeoScience ☐

Math ☐ Physical Ed ☐ Physics ☐ Science ☐ Social Science ☐

Other:

CERTIFICATION INFORMATION (Please list all California Teaching Credentials held):

Type of Credential	Expiration Date

CERTIFICATION INFORMATION (continued):

If you do not hold a California State Teaching Credential, please check the space which indicates your intent:

☐ I am currently enrolled in a credential program at

and will complete by (date) courses entitling me to a credential

in (type of credential).

☐ I applied to the California State Department of Education, Sacramento, for a credential in

(type of credential) on (date).

☐ I have a valid out of state license/credential. (Please attach a copy)

Please indicate the tests you have passed:

CBEST ☐

CSET ☐ Please specify CSET subjects:

SPECIAL QUALIFICATIONS: Please select any of the following extra-curricular activities in which you are able and willing to assist:

Art ☐ Drama ☐ Dance ☐ Instrumental Music ☐ Speech ☐

Sports ☐ Vocal Music ☐

PROFESSIONAL INFORMATION: The information on all items below should be complete and accurate as it is used as a preliminary basis for determining salary, pending arrival of your original transcripts and placement file.

Please list in order of attendance all educational institutions attended. Indicate whether undergraduate or graduate work.

Institution	Years From/To	Semester Credit Hours	Major	Diploma or Degree

Total <u>semester</u> hours credit <u>after</u> BA: (one quarter unit = 2/3 semester unit)

PRACTICE TEACHING (Complete only if student teaching done in past two years):

Name of School & Location	Grade and/or Subject	Dates From/To	Name of Supervising Teacher

TEACHING EXPERIENCE:

Name of School & Location	Grade and/ or Subject	Dates From/To	Number of Mos.	Name of Principal or Supervisor

Total Years of Full-Time Teaching Experience, Exclusive of Practice Teaching:

REFERENCES: List superintendents, principals and supervisors under whom you have taught and others who have first-hand knowledge of your character, personality and ability as a teacher.

Name	Official Position	Address	Telephone

ABOUT YOU (OPTIONAL):

Ethnic Origin (Please check one):

American Indian/Alaskan Native ☐ Hispanic ☐

Asian ☐ Black (not of Hispanic Origin) ☐

Pacific Islander ☐ White (not of Hispanic Origin) ☐

Filipino ☐

Gender (Please check one): Male ☐ Female ☐

LEGAL INFORMATION:

The following information is **REQUIRED** for your application to be considered. Your answers will not necessarily disqualify you from consideration, except for affirmative responses to certain enumerated sex and/or drug convictions and/or convictions for committing serious and/or violent felonies.

***CONVICTIONS (EXPLAIN ALL "YES" ANSWERS IN THE BOX BELOW THE QUESTION)**
Have you ever been convicted of a felony or misdemeanor, other than a conviction related to marijuana if it is more than two years after the date of the conviction, or do you currently have a felony or misdemeanor charge pending? Convictions include a plea of guilty, nolo contendere (no contest) and/or a finding of guilty by a judge or a jury.

If "Yes," list all convictions including, but not limited to convictions for "driving under the influence," and convictions for sex and/or drug offenses listed in California Education Code Sections 44010 and 44011, except for convictions related to marijuana if it is more than two years after the date of the conviction. Include any serious or violent felony conviction in any state or jurisdiction as enumerated in California Penal Code sections 667.6(c) and 1192.7(c).

ACCOMMODATIONS

The Conejo Valley Unified School District does not discriminate on the basis of race, color, national origin, age, religion, political affiliation, gender, mental or physical disability, sex orientation, or any other basis protected by federal, state or local law, ordinance or regulation, in its educational program(s) or employment. No person shall be denied employment solely because of any impairment which is unrelated to the ability to engage in activities involved in the position(s) or program for which application has been made.

READ CAREFULLY BEFORE SIGNING:
My submission of this on-line application authorizes the Conejo Valley Unified School District to conduct a background investigation and authorizes release of information in connection with my application for employment. This investigation may include such information as criminal or civil convictions, driving records, previous employers and educational institutions, personal references and other appropriate sources. I waive my right of access to any such information, and without limitation hereby release the Conejo Valley Unified School District and reference source (except in relation to prior contractual agreements, public policy, legal/labor/education code, former employers and their agents or employees, as provided by law) from liability in connection with its release or use. This release includes the sources cited above and specific examples as follows: the local law enforcement agencies, information from the Central Criminal Records Exchange or either data on all criminal convictions or certification that no data on criminal convictions are maintained, information from the California or other State Department of Social Services Child Protective Services Unit and any locality to which they may refer for release of information to any findings of child abuse or neglect investigations involving me.

Furthermore, I certify that I have made true, correct and complete answers and statements on this application in the knowledge that they may be relied upon in considering my application, and I understand that any omission or falsely answered statement made by me on this application, or any supplement to it will be sufficient grounds for failure to employ or for my discharge should I become employed with the Conejo Valley Unified School District.

Signature _____ **Date of Application**

Please return this application and address pre-employment correspondence to:
Conejo Valley Unified School District
Assistant Superintendent, Personnel Services
1400 E. Janss Road
Thousand Oaks, CA 91362-2198

"We Are An Equal Opportunity Employer"
504 Compliance Notice [CFR Title 34 104.8 (a)(b)]
The Conejo Valley Unified School District complies with the rules and regulations implementing Section 504 of the Rehabilitation Act of 1973. The District does not discriminate in admission, access, or employment in its programs or activities. Questions or complaints regarding the existence and location of services, activities and facilities should be addressed to:
Assistant Superintendent, Personnel Services, 1400 E. Janss Road, Thousand Oaks, CA 91362-2198, (805) 497-9511