



Santa Ana Unified School District

NAME

1601 E. Chestnut Ave.
Santa Ana, California 92701
Phone: (714) 558-5532 Fax: (714) 558-5740

Certificated Employment Application

Santa Ana Unified School District is a Nondiscrimination in Employment/Title IX Employer

Instructions:

Mail the following, prior to application deadline, to the above address attention:

Human Resources

1. Cover Letter
2. Employment application (type or use black ink)
3. Resume

4. CBEST/CSET/RICA Verification

5. Three current letters of recommendation

6. Copies of current credentials/transcripts

Qualified applicants will have their file kept active for one (1) year.

Current openings are posted at www.sausd.k12.ca.us or www.edjoin.org

Name _____
Last First MI AKA

Permanent Address _____
Number Street

_____ City State Zip Hm. () A/C Telephone Wk. () A/C Telephone

_____ Message # () Telephone

APPLYING FOR:

Elementary Intermediate High School

Special Education Vocational Other _____

Full time Currently Advertised Position: _____
Position Title

Substitute: _____ Days Available (Circle): Mon Tues Wed Thurs Fri
Level

Have you passed CBEST? Yes No Not required Have you met subject matter? (CSET) Yes No

Have you passed RICA? (Elementary or Special Education only) Yes No Not required

Are you Bilingual? Yes No If yes, what language _____

If yes, my ability is (circle one): Fluent Conversational Survival

I am able to coach the following sport(s) _____

I am available for employment starting on the following date: _____

(OFFICE USE ONLY)

K-5

6-8

9-12

DATE

ACADEMIC PREPARATION

Degree	Date		College/University	City & State	Major	Minor
	Mo	Yr				

STUDENT TEACHING

1.	School District	City, State	From	To	Grade/Subject etc.	Master Teacher
2.	University through which student teaching was supervised.				College Supervisor	Phone #
	Name	Address				

PERSONAL DATA

Are you able to perform the essential functions of the position?

Yes No If no, briefly describe:

Do you have the legal right to live and work in the United States? Yes No

Have you ever been convicted of a crime? Exclude minor traffic violations: Yes No

If yes, explain

LETTERS OF REFERENCE

List the individuals you are using as references. (Not relatives)

Reference's Name	Current Position/Relationship	Present Work or Home Address	Phone #
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

CREDENTIALS/CERTIFICATES/PERMITS

Please list title as shown on your credential

Title	Teaching Subject Area	Supplemental Added / Authorization	Expiration Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Please list any Permits held (including 30 day Substitute Permits, Children Center Permits, etc.)

Title	Expiration Date
_____	_____
_____	_____

_____ Bilingual-Cross Cultural Language & Academic Development (BCLAD)

_____ Cross Language Cultural & Academic Development (CLAD)

_____ Language Development Specialist (LDS) _____ Bilingual Cross Cultural (BCC)

Is your credential registered at the Orange County Department? Yes No

Have you applied to the California Commission on Teacher Credentialing for a Credential? Yes No

Do you have a letter of issuance for a California Credential that is being issued to you? Yes No

Please fill out the following if you are eligible for an Out of State Certificate. (Please include a copy of your out-of-state certificate)

Name of state you hold a certificate for: _____

Grades and/or subject areas authorized: _____

Did you complete a teacher preparation program and student teaching with a grade of "C" or better? Yes No

(If yes, please include unofficial copies of transcripts as proof)

PREVIOUS EMPLOYMENT RECORD
Teaching & Non-Teaching

List most recent first! (last ten years only)

<p>_____ Name of Current District</p> <p>_____ Street Address</p> <p>_____ City, State, Zip</p> <p>_____ Name of Principal/Supervisor</p> <p>_____ Telephone Number of Principal/Supervisor</p>	<p>Dates of Employment From: _____ To: _____</p> <p>Your Job Title/Duties/Grade: _____</p> <p>Current Annual Salary: _____</p> <p>Reason for Leaving: _____</p>
<p>_____ Name of Previous District</p> <p>_____ Street Address</p> <p>_____ City, State, Zip</p> <p>_____ Name of Principal/Supervisor</p> <p>_____ Telephone Number of Principal/Supervisor</p>	<p>Dates of Employment From: _____ To: _____</p> <p>Your Job Title/Duties/Grade: _____</p> <p>Annual Salary: _____</p> <p>Reason for Leaving: _____</p>
<p>_____ Name of Previous District</p> <p>_____ Street Address</p> <p>_____ City, State, Zip</p> <p>_____ Name of Principal/Supervisor</p> <p>_____ Telephone Number of Principal/Supervisor</p>	<p>Dates of Employment From: _____ To: _____</p> <p>Your Job Title/Duties/Grade: _____</p> <p>Annual Salary: _____</p> <p>Reason for Leaving: _____</p>
<p>_____ Name of Previous District</p> <p>_____ Street Address</p> <p>_____ City, State, Zip</p> <p>_____ Name of Principal/Supervisor</p> <p>_____ Telephone Number of Principal/Supervisor</p>	<p>Dates of Employment From: _____ To: _____</p> <p>Your Job Title/Duties/Grade: _____</p> <p>Reason for Leaving: _____</p>
<p>_____ Name of Previous District</p> <p>_____ Street Address</p> <p>_____ City, State, Zip</p> <p>_____ Name of Principal/Supervisor</p> <p>_____ Telephone Number of Principal/Supervisor</p>	<p>Dates of Employment From: _____ To: _____</p> <p>Your Job Title/Duties/Grade: _____</p> <p>Reason for Leaving: _____</p>

CERTIFICATION AND RELEASE

I certify that I made true, correct and complete statements and answers on this application with the knowledge that such statements and information may be relied upon by the Santa Ana Unified School District in considering my application for employment. I affirm that I have no other purpose in applying for a job with the "District." I understand that any misrepresentation or omission on this application, other documents, or at any time during the application process, will be sufficient grounds for the District to deny my application for employment or for the District to discharge me should I become employed by the District.

I understand that the District will retain this application and other documents pertaining to the application process for one (1) year, and that I am solely responsible for notifying the District, in writing, of any changes in this application, or to any other documents I have submitted prior to the application deadline pertaining to the application process, that have occurred since the date of signing this application.

My signature below authorizes the District to conduct a background investigation concerning any and all information cited by me in connection with my application for employment. Further, I authorize any person, agency, or other entity contacted by the District to release any information to the District with respect to my application for employment with the District and I release any person, agency, or entity which releases information from any liability in connection with such release of information or its authorized use.

Signature

Date

A Nondiscrimination in Employment/Title IX Employer