

**East Hanover Township Board of Education
Office of the Superintendent
20 School Avenue
East Hanover NJ 07936
(973) 887-2112**

Application for Professional Employment

For Office Use Only:

Teaching -Years of Exp.
Military - No. Of Years
Certification
Step on Guide
Salary
Transcripts
References

Application for Professional Employment

Date _____

Position applied for _____

We are an affirmative action employer. The Law protects the rights for equal employment opportunity regardless of race, religious creed, national origin, ancestry, sex, age, marital or veteran status, or the presence of a nonjobrelated medical condition or disability.

A. Personal Data:

Last Name _____ First Name _____ Middle _____

Present Address _____

Social Security Number _____

B. Valid NJ Teaching Certificate (Copy of certificate must accompany application.)

Title of Certificate	State	Date Issued	Valid Until	Qualifies For

C. Education and Professional Training

Schools Attended Name and Location	Dates Attended	Courses or Major Subjects	Degree Received	Semester Hours
High School				
College				
Graduate School				

Presently matriculated for _____ Degree at _____

Date degree expected to be conferred _____
(Month/Year) (Comments)

Copies of all Transcripts must be submitted by the applicant

D. Teaching (Professional Experience)

(List in chronological order beginning with most recent position. Include student teaching if teaching experience does not total three years.)

Dates	Name of School	Location	Grade Subject	# of years taught	Last Salary

E. Work Experience Other Than Teaching

(Business, trades, summer occupations, community service, etc.)

Dates	Firm or Institution	Nature of Work	# of years

F. Military Service (refers to active duty)

Branch of Service	Number of Months of Service	Highest Rank Attained	Nature of Assignment

G. Do You Have a Placement File? Yes _____ No _____

Name of Agency	School	Address	Contact Person

H. Extracurricular Activities

Underscore once the activities you are able and willing to direct;
Underscore twice the activities you are able and willing to assist.

Dramatics	Soccer	Publications	Student Government	Instrumental Music
Basketball	Baseball	Forensics	Class Advisor ship	Choral Music
Wrestling	Cheerleading	Track and Field	Audio Visual Aids	Wrestling

Other Activities _____

I. Curriculum and other Educational Committee Work in schools where employed
(Give significant details.)

J. Personal Hobbies and Special Interests. (Include sports, music, art, crafts, reading, theater, concerts, collections, gardening and the like.)

K. Travel (Mention some of the places lived in or visited, and vacation trips.)

I. Professional Organizations (List or check organizations to which you now belong. State the office and committee chairmanships you hold or have held.)

NEA _____ OTHER: _____

NJEA _____

M. Nonprofessional organizations (Mention civic, service, cultural, fraternal, lay educational groups and others. State office and committee chairmanships you hold or have held.)

N. Writing and research (Name the books and articles of an educational, scientific, or literary nature which you have written. Include both published and unpublished material.)

O. Professional References (Give the name of three persons such as superintendent of schools, building principal, cooperating teacher, or college supervisor, who are able to give information about your qualifications for the position for which you are applying.)

Name	Position	Address	Phone

P. Candidate's Statement: (Use this space to list or discuss additional items of value to your candidacy; i.e., your views on education, activities in which you have participated, or your career aspirations in education.)

N.J.A.C. 6A:9-17.1(c) Certificated staff must now report an arrest or indictment to their Superintendent within 14 calendar days. The disposition of any criminal charges must be reported to the Superintendent within 7 days.

I certify that my statements on this application are true. I understand that any misrepresentation or omission of facts may be considered as cause for dismissal if I am subsequently employed by the East Hanover Township Public School District.

Signature

Date