

APPLICATION FOR ADMINISTRATIVE EMPLOYMENT
Independent School District No. 213
Osakis Public School
500 First Ave. East ~ P.O. Box X
Osakis, MN 56360-0624
(320) 859-2191

Date of Application _____

Name _____

Present Address _____

Telephone Number (home) _____

Permanent Address _____

PERSONAL DATA:

1. Are you a U.S. citizen? _____ Yes _____ No Are you a veteran? _____ Yes _____ No

LICENSURE: Do you hold a current Minnesota teaching license? _____ Yes _____ No Please enclose a copy.

Areas of certification _____

EDUCATION: List high school, undergraduate and graduate colleges in the order attended.

NAME OF SCHOOL	LOCATION	MAJOR	MINOR	DEGREE

It is your responsibility to have credentials from your training institution or placement bureau and transcripts of credits sent directly to us. Please request that they be sent at the time of application.

An Equal Opportunity Employer

REFERENCES: These should be professional persons in the field of education who are familiar with your qualifications for the position you are seeking. Include superintendents and principals under whom you have been employed.

May we contact those named above and/or your supervisor in past and present positions? _____ Yes _____ No

GENERAL INFORMATION: Please answer the following questions in your own handwriting.

Dates	Place and Type of Work	Full or Part-Time

Please list and briefly explain three reasons you desire this position.

In your opinion, what are four elements which comprise a good manager. (Attach additional pages if necessary.)

I have answered all questions truthfully to the best of my knowledge. I understand that falsifying information would be cause for termination if employed. I give permission to communicate with past employers, personal references and schools.

DATE _____ APPLICANT'S SIGNATURE _____

MAIL APPLICATION TO: Gregg Allen
Superintendent of Schools
Independent School District No. 213
P. O. Box X
Osakis MN 56360-0624

Any person who, with intent to defraud, receives worker's compensation benefits to which the person is not entitled by knowingly misrepresenting, misstating, or failing to disclose any material fact is guilty of theft and shall be sentenced pursuant to section 609.52, subdivision 3.

