



## ST. JOHN PAUL II CATHOLIC SCHOOLS SUBSTITUTE APPLICATION

St. John Paul II Catholic Schools (JPPII Catholic Schools) does not discriminate on the basis of race, color, national origin, age, sex, disability, or military service. JPPII Catholic Schools does reserve the right to employ those who can best advance its Catholic Mission.

### PERSONAL

LAST NAME	FIRST	MIDDLE	DATE
STREET ADDRESS			HOME PHONE (   )   --
CITY, STATE, ZIP			OTHER PHONE (   )   --
HAVE YOU EVER APPLIED FOR EMPLOYMENT WITH US? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, MONTH AND YEAR                                  LOCATION:			RELIGIOUS PREFERENCE: PARISH:
WOULD LIKE TO SUBSTITUTE FOR  <input type="checkbox"/> NATIVITY ELEMENTARY <input type="checkbox"/> HOLY SPIRIT ELEMENTARY <input type="checkbox"/> TRINITY ELEMENTARY <input type="checkbox"/> SULLIVAN MIDDLE SCHOOL <input type="checkbox"/> SHANLEY HIGH SCHOOL			ARE YOU AVAILABLE ON SHORT NOTICE? 24 HOURS OR LESS?  <input type="checkbox"/> YES <input type="checkbox"/> NO

### EDUCATION

COLLEGE/UNIVERSITY	LOCATION	YEARS ATTENDED	CERTIFICATE/DEGREE, ETC.

### GRADUATE COURSES

COMPLETED IN EDUCATION	DATE	SCHOOL	NO. OF CREDITS

**DISTINCTIONS, HONORS, ETC. RECEIVE:**

\_\_\_\_\_

**DO YOU HAVE A VALID NORTH DAKOTA TEACHING LICENSE?**

<input type="checkbox"/> YES	IF MARKED YES OR IN PROGRESS, PLEASE COMPLETE THE FOLLOWING:		
<input type="checkbox"/> NO			
<input type="checkbox"/> IN PROGRESS	<input type="checkbox"/> SECONDARY	MINOR:	
LICENSE NO.	EXPIRATION DATE:		

**PREVIOUS TEACHING EXPERIENCE  
(BEGIN WITH THE MOST RECENT EXPERIENCE)**

SCHOOL:	LOCATION	YEARS	GRADE

**OTHER RELEVANT TRAINING:**

\_\_\_\_\_

**ADDITIONAL INFORMATION:**

\_\_\_\_\_

**REFERENCES (PLEASE INCLUDE SUPERVISORS OR SOMEONE WHO HAS KNOWLEDGE OF WORK HISTORY.)**

NAME:	PHONE:
ADDRESS:	

NAME:	PHONE:
ADDRESS:	

NAME:	PHONE:
ADDRESS:	

**SIGNATURE AND AUTHORIZATION**

ACCEPTANCE OF THIS APPLICATION BY JPCC CATHOLIC SCHOOLS AFFORDS THE APPLICANT NO ASSURANCE OF EVENTUAL EMPLOYMENT. IF YOU RECEIVE A CONDITIONAL OFFER OF EMPLOYMENT, YOU WILL BE REQUIRED TO VERIFY THAT YOU CAN PERFORM ESSENTIAL JOB FUNCTIONS, YOUR ABILITY TO LEGALLY ACCEPT EMPLOYMENT IN THE UNITED STATES, AND TO HAVE BACKGROUND INVESTIGATIONS, INCLUDING CRIMINAL RECORD AND CONTACTING FORMER EMPLOYERS. EMPLOYMENT AND COMPENSATION CAN BE TERMINATED WITH REASONABLE NOTICE, WITH OR WITHOUT CAUSE, AT ANY TIME BY JPCC CATHOLIC SCHOOLS.

I HAVE READ THE FOREGOING INSTRUCTIONS AND QUESTIONS AND MY ANSWERS ARE TRUE AND CORRECT. I HAVE NOT KNOWINGLY MISREPRESENTED OR WITHHELD ANY FACT OR CIRCUMSTANCE THAT WOULD, IF DISCLOSED, AFFECT MY APPLICATION UNFAVORABLY.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

HUMAN RESOURCES ONLY

VERIFIED RECEIVED REQUIRED MATERIALS:

DATE: