



Vineland Public Schools

Personnel Department

625 Plum Street • Vineland, NJ 08360-3708

Ms. Maryann Greenfield, SPHR, Executive Director of Personnel

PHONE (856) 794-6700 EXT. 2110 • FAX (856) 507-8723

Certified Personnel Application

Position applied for: _____ Date: _____

Name: _____
(Last) (First) (Middle)

Maiden Name: _____ E-mail Address _____

Present Address: _____ (_____) _____ - _____
(Street) (Phone)

_____, _____
(City) (State) (Zip Code)

Permanent Address: _____
(Street)

_____, _____
(City) (State) (Zip Code)

Preferred Assignment by Grade(s) or Subject(s): _____

List Grade Levels and/or Subjects covered by Certification:

Type of New Jersey Teaching Certificate:
Standard____ Certificate of Eligibility (CE) ____
Certificate of Eligibility w/Advanced Standing (CEAS) ____None____

Other Teaching Certificate (State) _____

List any subject that you are high qualified in by either:

Passing Appropriate Praxis Test _____
30 Credits in Degree Subject area _____
National Board Certification _____
Degree in Subject area _____

When are you available for assignment? _____
(Date)

Type of assignment:
Full Time Work _____ Full Time Substitute _____ Part Time
Substitute _____

Language spoken other than English: _____

Are you qualified to work in the United States? _____

.....

General Background Information

Have you ever been convicted of a criminal offense? _____
If yes, please use this space to provide an explanation _____

_____.

.....

Scholastic Record

Name of School	City	Dates		Degree or Credits
		From	To	
High School				
College				
College				
Graduate				

.....
 List High School Honors and Activities _____

List College honors and Activities _____

College Major _____ (Semester Hrs.) _____

College Major _____ (Semester Hrs.) _____

.....

Student Teaching

Name of School	City, State	Dates
		From - To
Practicum		
Student Teaching		

.....

Teaching Experience (Not Student Teaching)

School District	Building	Dates				Grades or subject
		From		TO		

.....

PROFESSIONAL REFERENCES

(From Educational Training and/or Experience)

Name and Address	Position
1	
2	
3	

.....

In the space below please provide additional information you believe will assist in providing a true estimate of your qualifications

Note: If available, please include a copy of your college diploma, teaching certificate(s) and resume with this completed application.

Vineland Public Schools

The Vineland School District has adopted policies which guarantee that all persons shall have equal employment and promotional opportunities regardless of race, color, creed, religion, sex, disability, national origin, social/economic status or sexual orientation and that all employees are entitled to work in an environment free from discrimination and harassment.

CERTIFICATION AND RELEASE AUTHORIZATION

I certify that all of the statements made by me are true, complete and correct to the best of my knowledge and belief, and are made in good faith. I understand that any misrepresentation of information shall be sufficient cause for: 1.) Rejecting my candidacy, 2.) Withdrawing of any offer of employment, or 3.) Terminating my employment

I certify that I completed this application myself with no assistance from another individual

X _____
SIGNATURE OF APPLICANT



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VOLUNTARY SELF-IDENTIFICATION (CONFIDENTIAL-FOR STATISTICAL USE ONLY)

We are an equal opportunity employer and do not discriminate on the basis of race, color, religion, sex, age, national origin, disability, veteran status, sexual orientation or any other classification protected by federal, state or local law. The information below will be used only in the compilation of data for affirmative action reporting. Completion of this data is voluntary and will not affect your opportunity for employment or terms or conditions of employment, if hired. Please return this page with your application.

PLEASE COMPLETE IN FULL:

Date: _____ Position applied for: _____

Name: _____ Social Security # _____

Gender: Male Female Date of birth: _____

Applicant's zip code: _____

RACE/ETHNICITY:

(Please check one of the descriptions below corresponding to the ethnic group with which you most identify.)

- Hispanic or Latino – A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.
- White (Not Hispanic or Latino) – A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Black or African American (Not Hispanic or Latino) – A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino) – A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- Asian (Not Hispanic or Latino) – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- American Indian or Alaska Native (Not Hispanic or Latino) – A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
- Two or More Races (Not Hispanic or Latino) – All persons who identify with more than one of the above five races.
- Race missing or unknown - Applies to Applicants only, where a resume or application that is screened is received without any racial or ethnic identification and no further contact is made with the applicant.

Personal and Confidential