

# Bremen City Board of Education

501 Pacific Avenue  
Bremen, Georgia 30110

## Non-Certified Application for Employment

### GENERAL INFORMATION

1. In order for us to consider your application for employment, we must have all information requested. Please answer all appropriate questions completely and accurately. False or misleading information or information improperly omitted may result in denial of the application for employment or termination of employment.
2. You must enclose a copy of diplomas from all schools and colleges attended with this application.
3. Local policy requires a criminal background check of newly employed personnel.

Date \_\_\_\_\_ Social Security Number \_\_\_\_\_

Name \_\_\_\_\_  
*First Middle Last Maiden*

Mailing Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Are you legally authorized to work in the state of Georgia and the

United States of America? Yes \_\_\_\_\_ No \_\_\_\_\_

Position(s) for which you are applying \_\_\_\_\_  
\_\_\_\_\_

Your Current Employer \_\_\_\_\_

Work Phone \_\_\_\_\_ Position \_\_\_\_\_

Your immediate past employer \_\_\_\_\_

Date of high school completion \_\_\_\_\_ Date of GED completion \_\_\_\_\_

Date of college completion \_\_\_\_\_ Name of college \_\_\_\_\_

Diplomas \_\_\_\_\_

Comments \_\_\_\_\_

Do you have a valid teaching certificate? \_\_\_\_\_ Do you have a valid paraprofessional license? \_\_\_\_\_

**(PLEASE ATTACH A CURRENT RESUME.)**

Have you attended a substitute teacher workshop? \_\_\_\_\_

Where? \_\_\_\_\_

It is the policy of the Bremen City Board of Education not to discriminate on the basis of age, sex, race, color, religion, national origin or other legally-protected status in its educational programs, activities or employment practices.

Additional educational or work related experience \_\_\_\_\_

\_\_\_\_\_

Why do you want to work for the Bremen City School System? \_\_\_\_\_

\_\_\_\_\_

Have you ever:

- | YES                      | NO                       |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | been dismissed from employment?  |
| <input type="checkbox"/> | <input type="checkbox"/> | been asked to resign?  |
| <input type="checkbox"/> | <input type="checkbox"/> | received an annual unsatisfactory performance evaluation from an employer? |
| <input type="checkbox"/> | <input type="checkbox"/> | been placed on disciplinary probation or been suspended from any position? |

*IF THE ANSWER TO ANY OF THE ABOVE QUESTIONS IS YES, YOU MUST ATTACH AN EXPLANATION.*

**PERSONAL INFORMATION**

Have you ever been **convicted** of or pleaded nolo contendere to a violation of any federal, state, county or municipal law, regulation or ordinance? YOU MUST INCLUDE ANY OFFENSE FOR WHICH A FINE OF \$100 OR MORE WAS IMPOSED. DO NOT INCLUDE ANY OFFENSE THAT OCCURRED BEFORE YOUR EIGHTEENTH BIRTHDAY. A conviction or plea of nolo contendere is not an automatic bar to employment.

- YES     NO

If YES, complete:

Type of Offense	Date	Name of Law Enforcement Authority	Disposition (Outcome)

**REFERENCES:**

\_\_\_\_\_ Phone Number: \_\_\_\_\_

\_\_\_\_\_ Phone Number: \_\_\_\_\_

\_\_\_\_\_ Phone Number: \_\_\_\_\_

**APPLICANT'S AUTHORIZATION STATEMENT**

*READ AND SIGN THE FOLLOWING STATEMENT AFTER COMPLETING THE APPLICATION.*

I understand that the application, transcript, references, and other data are the property of the Bremen City School System and cannot be returned. By filing application for employment with the Bremen City School System, I agree, if employed, to abide by all the policies as set forth or as enacted or revised in the future by the Bremen City School System. I authorize full investigation of the information given in the application and consent to the representatives of the Bremen City School System contacting my references and any other individuals in the sole discretion of those representatives. I understand that the Bremen City School System may investigate sources of references other than those given in this application. I understand that all references will be considered private information and will not be disclosed unless required by law. I authorize and agree to cooperate in pre-employment drug screening, medical examinations or other investigation upon which my employment may be conditioned. I hereby release previous employers and other individuals contacted from any liability for any damages resulting from release of information in connection with this application. I understand that nothing in this employment application, in the statements or policies of the Bremen City School System or the Bremen City Board of Education or in my communications with any System or Board Official is intended to create an employment contract. No promises of employment have been made to me. **I also understand that any misstatement, misleading statement or omission of any information requested shall be a reason for non-employment or dismissal from employment.**

APPLICANT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

For office use only: R C B H O S M F
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