

Norwood Public Schools

Norwood • Massachusetts • 02062

APPLICATION FOR TEACHING POSITION

NAME: _____
(Mr., Miss, Ms., Mrs.) Last First Middle Initial

Present Address: No. and Street City/Town State Zip Code

Social Security No. () Area Code Telephone Number

Area and Number of Teaching Certification(s) you hold

DESIRED POSITION:

Elementary Teacher: _____
Grade Preference or Specification

Middle School Teacher: _____
Major/Minor

High School Teacher: _____
Major/Minor

1. Educational Background

Name and Location of Colleges or Universities	Dates of Attendance	Degree	Major Concentration and Semester Hours Credit	Minor Concentration and Semester Hours Credit

Name and Location of High School Attended: _____

2. Student/Intern Teaching Experience

Name and Location of Schools	Inclusive Dates	No. of Weeks	Nature of Assignment Grade-Subject and Co-curricular

3. Teaching Experience

Name and Location of Schools	Inclusive Dates	Nature of Assignment Grade-Subject and Co-curricular

Total Years Teaching Experience: _____ (Please attach additional sheet if necessary.)

4. Additional Information and Work Experience Other Than Teaching:

Please describe below nature and duration. Include special talent or participation in such areas as the arts, sports, travel, camping, tutoring hobbies and the military. _____

5. Professional Affiliations: _____

6. Awards/Honors: (Include Date Awarded) _____

7. Applicant’s Statement: *(Please attach a separate sheet and describe your philosophy of education and how you would implement it in terms of curriculum and instruction.)*

8. Personal Information:

Are you a citizen of the United States of America? _____
Are you legally eligible for employment in this country? _____
Have you been arraigned and/or convicted of a felony in the last seven (7) years? _____
(Such conviction may be relevant if job related, but may not bar you from employment.)

9. References:

- a.) Please include three letters of reference. Reference from supervisor is preferred.
- b) In the space below, please give names of additional persons we may contact regarding your qualifications.

Full Name	Title	Present Address	Telephone No.

Application packet should include the following:

- 1. Three letters of reference *(as indicated in item 9 above.)*
- 2. Copy of your license from the Massachusetts Department of Elementary and Secondary Education.
- 3. Copy of undergraduate and graduate transcript(s).

IMPORTANT: *To be a viable candidate, you must include your letters of reference with this application.*

I AFFIRM THAT ALL STATEMENTS MADE IN THIS APPLICATION ARE TRUE TO THE BEST OF MY KNOWLEDGE.

Signature of Applicant: _____ Date: _____

Completed Application Should Be Sent To:

Norwood Public Schools
James R. Savage Educational Center
Human Resources Office
275 Prospect St, PO Box 67
Norwood, MA 02062

Telephone No. (781) 440-5847

Fax: (781) 440-5900

Email: kczyryca@norwood.k12.ma.us

The Norwood Public Schools do not discriminate on the basis of race, color, sex, religion, national origin, gender identity, sexual orientation or disability in the operation of educational programs, extra-curricular activities, public events, or in employment.
If you require accommodations related to accessibility, communication or any other aspects of the pre-employment prospect, you may request them from the ADA Coordinator. All such requests will be confidential and will not affect the hiring in anyway.
It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability.
No person will be hired by Norwood Public Schools without a Criminal Records (CORI) and SAFIS fingerprint check.