

RECEIVED: _____

EMPLOYMENT APPLICATION – SUBSTITUTE TEACHER

SECTION 1. PERSONAL DATA

GENERAL INSTRUCTIONS: Answer to item marked with * is optional. Otherwise, you are requested to fill in all the blanks. If an item does not apply, use NA. For all sections, if added space is needed, please attach additional sheets.

CHECK Ms. Sister
TITLE: Mr. Brother FULL TIME PART TIME
 Dr. Priest

Last name First Middle

Full name of religious community & initials (if applicable) City & State

Home address: No., Street, City, State, Zip ()
Home Phone

Work Address: School/firm, No.. Street, City, State, Zip ()
Work Phone

Religion* _____
Religion is a bona fide requirement and information solicited meets requirements of Federal Law.

SECTION 2. PREVIOUS EXPERIENCE

List all prior employment positions below, putting most recent first.

CITY & STATE	BUSINESS/ORGAINIZATION	YOUR POSITION	FROM MO. & YR.	FROM MO. & YR.

CERTIFICATION:

State/Agency Type Area Certification No. Date issued Expiration



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List major workshops, seminars, internships, grants, summer programs in which you have participated in the last five years and which are not normally part of a degree program (do not include conventions, single meetings, etc.)

Program-Place	Sponsor	Date(s)	Field
Program-Place	Sponsor	Date(s)	Field
Program-Place	Sponsor	Date(s)	Field
Program-Place	Sponsor	Date(s)	Field
Program-Place	Sponsor	Date(s)	Field

Please list all of your professional association memberships:

SECTION 3. PRESENT PARISH & COMMUNITY INVOLVEMENT

List your parish and community activities.

SECTION 4. EDUCATIONAL BACKGROUND

Type of School	Name of School	City & State	Dates Attended	Degree Earned	Date Degree Conferred
College					
University					
Other					

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PROFESSIONAL REFERENCES: (List three persons able to give information about your qualifications for the position for which you are applying).

NAME	ADDRESS (include phone)	OFFICIAL POSITION

PERSONAL REFERENCES: (List at least two persons able to give information about your qualifications for the position for which you are applying).

NAME	ADDRESS (include phone)	OFFICIAL POSITION

PASTORAL REFERENCE: (List one person able to give information about your qualifications for the position for which you are applying).

NAME	ADDRESS (include phone)	OFFICIAL POSITION

How soon will you be available? _____

How long will you be available? (Final date) _____

Reasons for leaving your present (or most recent) employment: _____

_____.

Please attach your dated college transcript.

After review of Diocese of Lafayette-in-Indiana List (enclosed), please indicate any preference or location (please list by city): _____