

Chicago Public Schools Employment Application

Social Security Number:	Daytime and Home Phone Number Daytime: _____ Home: _____	Birthdate/Place of Birth Date: _____ City: _____ State: _____	
Last Name	First Name	Middle Name	Male /Female
Home Address	City	State	Zip
Mailing Address-Number/Street (Apt.#)	City	State	Zip

Please indicate the type of Position you are applying for:

Check One: Teacher Educational Support Personnel: _____ Administration: _____

Race/Ethnic Identification: (The following definitions are used by the United State Equal Employment Opportunity Commission.) Check one only:

African American Native American/Alaskan Native Asian/Pacific Islander Caucasian Hispanic

Please indicate your geographical work location preference, if any (refer to area map): 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15
16 17 18 19 20 21 22 23 24

Are you legally authorized to work in the United States?

Yes No - Have you filed a Declaration of Intent to Become a Citizen? Yes No

Do you hold legal authorization for employment in the United States? Yes No

Have you had previous Military Service? Yes No

Referral Source: Job Fair Phone Walk-In Ad Special Program Principal Recruiter _____ Other _____

Academic Record: Highest Grade Completed/Degree: _____

Name of School	State	Type of Degree/Diploma	Date Graduated	Major/Minor

Other Languages Spoken – Please indicated your level of proficiency by entering S-Satisfactory, G-Good, or E-Excellent

Language	Read	Write	Speak

Have you ever been convicted of any crime? Yes No (I understand that I am not obligated to disclose sealed or expunged records of conviction or arrest.)

If yes, please explain _____

Employment Record:

Employer Name/Address	From	To	Job Title/Duties

Computer Skills: Yes No

Special Education Experience: Yes No

Have you ever been employed by the Chicago Public Schools? Yes No Dates: _____

If yes, Job Title: _____. If a different name was used, please indicate _____.

State Certificates Held: (Teachers Only)

State: _____ Date Issued: _____ Expiration Date: _____

- Early Childhood
 Elementary K-9
 High School 6-12 _____
 Transitional Bilingual
 Administrative K-12
 Provisional _____
 Substitute
 School Service _____
 Provisional Vocational
 Temp Provisional Vocational
 Special K-12
 Other _____

Please provide three professional references in the space provided below:

Name	Address	Company	Title	Phone

- I affirm that all statements on this form are true and complete and that any falsification or omission may result in dismissal.
- All employees must comply with the Indebtedness Policy of the Board of Education. Failure to do so may result in dismissal.
- The Chicago Public Schools is prohibited from the hiring of a relative by an employee where that employee would exercise supervision over the relative or assist in securing Board contracts.
- All employees must comply with the Residency Policy of the Board of Education. Failure to do so may result in dismissal.
- If hired, you have an ongoing obligation to notify the Department of Human Resources of any felony convictions within five days of the conviction. Failure to do so may result in dismissal.

Signature

Date