



**Jefferson Academy Charter School
Employment Application
www.jajags.com**

Elementary School (grades K – 6)
9955 Yarrow Street
Broomfield, CO 80021
Phone: 303-438-1011
Fax: 303-438-1046

Secondary School (grades 7 – 12)
11251 Reed Way
Broomfield, CO 80020
Phone: 720-887-1992
Fax: 720-887-2435

Date: _____ Email Address: _____

Name: _____
Last First Middle

Current Address: _____
Street City State Zip Code

Home Phone: _____ Cell Phone: _____

Position Applying For: _____ Full Time: _____ Part Time: _____

Days/Hours of Availability: _____

Position(s) and School Level(s) for which you are applying, check all that apply.

K – 12 Position: _____ Elementary (K-6): _____ Secondary (7-12): _____

Regular Teaching: _____ Special Ed: _____ Guidance Counselor: _____ Other: _____

EDUCATION

Level of Education	Name of School or University	State	Field of Study	Type of Degree (or highest level completed)	Date of Attendance
High School or GED					
Business/Trade School					
College/University					
College/University					

EMPLOYMENT HISTORY

List all employment experience, beginning with your most recent experience (include student teaching experience if applicable).

Start Date mm/yyyy	End Date mm/yyyy	Employer	City/ State	Phone Number	Ending Position	Reason for Leaving
Work Performed:						
Work Performed:						
Work Performed:						

Please answer the following questions.

1. Have you filed an application with Jefferson Academy before? If you answer yes, please provide the date and position:	Yes	No
2. Are you related to anyone currently or previously employed at Jefferson Academy? If you answer yes, state name and relationship:	Yes	No
3. Are you legally eligible for employment in the United States?	Yes	No
4. Have you ever been convicted, including a conviction based on a guilty plea, a plea of no contest, or a plea of nolo contendere, of any crime in Colorado or any other state? If you answer yes, please describe:	Yes	No

REFERENCES

List five (5) references including three (3) who have observed your work professionally, including your present/most recent supervisor.

May we contact your present supervisor for a reference? _____ Yes _____ No

Name of Reference	Company Name	Position	Phone Number

**For Teachers/Licensed Employees Only
(All Other Applicants May Proceed to the Last Page)**

Educational and Professional Preparation

Begin with your most recent experience. Official transcripts are required prior to final salary determination.

One quarter unit = 2/3 semester credits

Name of Institution	Location	Dates: From – To	Major	Semester Credits Earned	Degree Awarded	Date

Only graduate units earned beyond the B.A./B.S. Degree will be utilized in estimating initial salary placement.

Credentials

1. Have you passed the PLACE or Praxis? If yes, please attach a copy of verification.	Yes	No
2. Do you have an ELL Authorization? If yes, please list the type.	Yes	No

Specific Title of Colorado License	Subject Authorizations Endorsed on Your License	Major	Minor	Expiration Date

Teacher Qualification Criteria

Subjects for Which You are Considered Highly Qualified	By license, degree, or PLACE/Praxis or 24 hours	License Number	Date of License	Comments/Status Including Anticipated Completion

Total years of full-time, teaching experience (excluding student teaching): _____

**Please answer the questions below.
If you answer yes to any of the questions numbered 2 – 6, please attach an explanation.**

1. Have you ever held a credential or license authorizing service in the public schools in another state? If you answer yes, please provide the state and type of credential:	Yes	No
2. Has any application you filed in Colorado or another state or place for a credential, license or other document authorizing public school service or teaching been denied and/or rejected?	Yes	No
3. Has any disciplinary action (including an action that was stayed by the licensing agency) ever been taken against any credential, or professional or vocational license that you hold or held in Colorado or any other state or place?	Yes	No
4. Have you ever been the subject of any inquiry or investigation by a licensing agency in Colorado or any other state or place regarding alleged misconduct that involved children or took place on school property?	Yes	No
5. Have you ever been dismissed, non-re-elected, suspended without pay for more than ten days, retired, resigned, or otherwise left school employment because of allegations of misconduct or while allegations of misconduct were pending?	Yes	No
6. Is any disciplinary action now pending against you in any school district or other school employer?	Yes	No
7. Are you currently under contract at another organization? If you answer yes, please provide where and date of expiration:	Yes	No

**ALL APPLICANTS MUST READ THIS PAGE AND SIGN BELOW
READ CAREFULLY BEFORE SIGNING**

Please note: Colorado State Law, C.R.S. 22-32-109B, requires that anyone who is selected for a position of employment by a school district shall submit to a complete set of fingerprints to the school, taken by a qualified law enforcement agency, after a job offer has been made.

I understand that this application is not, nor is it intended to be a contract of employment. I hereby certify that all statements made in this application are true and correct to the best of my knowledge, and authorize investigation of all statements recorded herein. I understand that falsification of any information by misstatement, misrepresentation or omission of fact may be grounds for disqualification or dismissal from employment with Jefferson Academy. I hereby authorize all current and previous employers and listed references to give any and all information regarding my employment, plus any other information from personal knowledge or records. I release from all liability persons and organizations reporting information required by this application.

Applicants will be notified ONLY if being considered for interview.

Signature: _____ Date: _____

Equal employment opportunity shall be provided to all employees and applicants. Jefferson Academy shall not unlawfully discriminate against or tolerate the harassment of employees or job applicants on the basis of their sex, gender identity, transgender status, race, color, religion, creed, national origin, ancestry, political affiliation, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, actual or perceived sexual orientation, or any other class protected by law. No person shall be denied employment solely because of impairment which is unrelated to the ability to engage in activities involved in the position or program for which application has been made. Physically or mentally disabled employees or applicants may request reasonable accommodation.