



Application for Teaching Employment Wilson Hall

520 Wilson Hall Road • Sumter, South Carolina 29150 • 803.469.3475

POSITION DESIRED

Today's Date _____

Classroom Teacher (Pre-Kindergarten through 12th grade)

Grade Level: First Choice _____ Second Choice _____

Subject Area: First Choice _____ Second Choice _____

Other Areas of Interest:

Teacher Assistant

Before School Care / Baron Care

Clubs: _____

Substitute Teacher

Office / Administrative Assistant

Coaching: _____

Administrator

Guidance /College Counselor

Other: _____

PERSONAL INFORMATION

Full Name: _____

Present Address: _____

Permanent Address: _____

Home Phone: _____ Cell Phone: _____ Office Phone: _____

E-mail address: _____

Social Security #: _____ (required for e-Verify) Date of Birth: _____

EDUCATIONAL BACKGROUND

	School Name and Location (in chronological order)	From Mo / Yr	To Mo / Yr	Date	Degree Title	Major	Minor
College or University							
College or University							
Graduate Work							

CERTIFICATION

Level	Type of Certification (i.e. Life, 5 year)	State	Date Issued

2. What are the qualities of an excellent teacher?

3. What books and publications have you especially enjoyed in the last year?

ADDITIONAL INFORMATION

YES NO

- 1. Have you ever been convicted of any crime other than a minor traffic violation?
- 2. Have you ever been discharged or requested to resign from a former position?
- 3. Have you ever been refused renewal of a teaching contract?
- 4. Are you currently under contract with another school / district?
- 5. Have you any physical conditions or handicap which may limit your ability to perform the job applied for?

NOTE: If the answer to any of the above questions is yes, give details:

Reason for leaving last employment:

CONSENT AND WAIVER FORM

In consideration of my role with Wilson Hall, an accredited PreK – 12 education institution, and recognizing the importance of my character being above reproach, I agree to:

1. Allow Wilson Hall to screen me through the South Carolina Law Enforcement Division or any other state, county, municipal agency or private firm for the purpose of accessing and reviewing South Carolina or national criminal history records, as well as any other historical or background records pertaining to me, and complete a criminal background check including fingerprints.
2. Allow Wilson Hall to verify the information and to contact any personal and / or current employment references listed on the Background Information Form and / or this application.
3. Allow Wilson Hall to verify current and prior employment.
4. Provide Wilson Hall with a photocopy of my current state driver's license, official state identification card and / or valid passport.
5. Make myself available for a personal interview with administrators or faculty members,

I HEREBY WAIVE, RELEASE, AND HOLD HARMLESS FROM LIABILITY all persons, organizations, and other entities which provide references or information to Wilson Hall pertaining to me or my background.

I HEREBY FURTHER WAIVE, RELEASE, AND HOLD HARMLESS FROM LIABILITY Wilson Hall, it's staff, employees, volunteers, and agents with regard to any decision that it makes on my application for involvement with Wilson Hall based on the information I provide or that is obtained through the criminal history and background screening process.

Print Name: _____ **Date:** _____

Signature of Applicant: _____

Employees must complete an I9 Employment Verification form which includes providing the school with a copy of their driver's license and social security card.





Background Check Authorization

PERSONAL INFORMATION

Name _____ Social Security Number: _____ - _____ - _____

Address _____ Telephone Number: _____

City: _____ State: _____ Zip Code: _____

Date of Birth: _____

I authorize Wilson Hall to conduct a background check in connection with my application for employment. I further authorize the release of such information to enable Wilson Hall to make accurate assessment for employment. I understand that investigation resources may include conviction records, employment records, educational records verification, personal reference, and professional reference. This investigation may also include law enforcement and social services agencies such as the South Carolina Law Enforcement Division and the South Carolina Department of Social Services Child Protective Unit. I hereby waive my right to access such information and without reservation release the school and the reference sources from any liability in connection with its release of use.

Furthermore, I certify that I have made true, accurate, and complete statements on this application. I understand that any omission or falsely answered statement made by me on this application, or any supplement to it is sufficient grounds for elimination from consideration prior to employment or discharge after employment.

Signature of Applicant: _____ Date: _____