

Tucson International Academy
Academia Internacional de Tucson

图森国际学校

CERTIFIED TEACHER APPLICATION

Tucson International Academy
Human Resources Department
2700 W Broadway Blvd
Tucson, AZ 85745

JOB OPENINGS
Phone: (520) 792-3255
Fax: (520) 792-3245

INTERNET ADDRESS

www.TucsonInternationalAcademy.com

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Dear Certified Teacher Applicant:

Thank you for your interest in applying for a teaching position with Tucson International Academy, Inc. In order to apply, please complete the Certified Teacher Application.

In addition, each application must be accompanied by a cover letter, current resume, and three (3) letters of reference that are no more than 18 months old. It is the responsibility of the applicant to ensure all materials are current, accurate, and attached to the application.

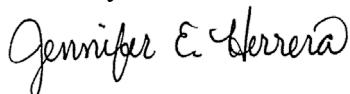
All position announcements will be posted on the lobby bulletin board at the Tucson International Academy location at 2700 W Broadway Blvd. You may also call about positions opening at (520) 792-3255 when you hear of a position that you are interested in. **Please submit one application packet per position to:**

Tucson International Academy, Inc.
Human Resources Department
2700 W Broadway Blvd
Tucson, AZ 85745

When your packet is received, it will first be date stamped and checked in relation to the closing date of that position and to ensure that all paperwork is attached. Incomplete or late application packets may disqualify you as a candidate.

Thank you for your interest in Tucson International Academy, Inc. Please feel free to contact me at (520) 792-3255, if I can be of further assistance to you.

Sincerely,



Jennifer E. Herrera, PhD.
Executive Director

Use Black Ink or Type

I. Personal Information							
Last Name:				First Name:			M.I.
Social Security Number:			Phone Number:				
E-mail address:							
Permanent Home Address Street and number:							
City:				State:		ZIP:	
II. Position Information							
FROM POSTED VACANCY NOTICE INDICATE TITLE AND SCHOOL LOCATION OF THE POSITION FOR WHICH YOU ARE APPLYING. Completed application forms must be received at 2700 W Broadway Blvd, Tucson, AZ 85745.							
Position Title:						Location:	
III. Educational History							
College or University	Location	Dates From:	Dates To:	Grad. Date	Major	Minor	Degree(s) Received
IV. Certification/Licensure							
Present Certificates/Licenses Held		State			Date of Expiration		
If you do not have a current Arizona Certificate, are you eligible for one? Yes <input type="checkbox"/> No <input type="checkbox"/>							
Have you applied for an Arizona Certificate? Yes <input type="checkbox"/> No <input type="checkbox"/>							

Tucson International Academy, Inc. is an Equal Opportunity Employer with a continuing policy to ensure that fair and equal employment opportunities are extended to all persons without regard to age, sex, sexual orientation, race, color, disability, religion, or national origin.

V. Experience and Employment History

Within the two categories that follow, list your professional experience and employment. List in chronological order starting with the current or most recent position.

A. TEACHING EXPERIENCE (if any)

Name and Address of school	From Mo/Yr	To Mo/Yr	Subject(s) Taught	Name, Address, and Phone of Supervisor

B. OTHER EMPLOYMENT EXPERIENCE

Name and Address of Employer	From Mo/Yr	To Mo/Yr	Position Title	Name, Address, and Phone of Supervisor

Describe Job Responsibilities:

Name and Address of Employer	From Mo/Yr	To Mo/Yr	Position Title	Name, Address, and Phone of Supervisor

Describe Job Responsibilities:

Name and Address of Employer	From Mo/Yr	To Mo/Yr	Position Title	Name, Address, and Phone of Supervisor

Describe Job Responsibilities:

VI. Professional References

Please list names of four or more references who may be contacted regarding information about your work experience and professional conduct.

Full Name of Reference	Title	Address, Zip Code	Phone Number

VII. Educational/Professional Organizations and Community Service (Optional)

<u>Organization/Agency</u>	<u>Member</u>		<u>Role</u>
	Yes	No	

VIII. Additional Information

Please provide any additional information about your background, training, experience, and future plans that would be pertinent to your application with reference to the Tucson International Academy, Inc. Mission Statement.

1. The information provided on the application is used in the evaluation and screening process. Incomplete applications may not be processed.
2. I authorize the references listed to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from liability for any damages that may result from furnishing the same to you.
3. False statements or evidence of fraud in connection with this application will disqualify your application from further consideration and if discovered after appointment, may be grounds for immediate dismissal. Proof of any statements made on this form may be required.
4. I certify that all information provided by me contains no willful misrepresentations or falsifications. I give Tucson International Academy, Inc. permission to verify any information given in connection with this application.

THIS PAGE MUST BE SIGNED WITH ORIGINAL SIGNATURE AND DATE

I have read and understood the above statements.

Signature

Date

YOUR SUBMITAL FOR EMPLOYMENT CONSIDERATION MUST INCLUDE A CURRENT RESUME WITH YOUR APPLICATION IN THE SAME EMAIL

Please answer the following questions:

What is your favorite age of students to teach?

Describe your experiences leading, working or instructing students.

Describe your classroom management procedure.

If applying for teaching Mathematics, please answer the following questions:

Describe your desire to teach Mathematics (100 word minimum).

Find all the rational zeroes. Show every step and write an explanation of each step.

$$F(x) = 2x^3 + x^2 - 16x - 15$$

If applying for teaching ELA, please answer the following questions:

Describe your desire to teach ELA (100 word minimum).

Describe your experience with Turnitin or similar software programs that allows students to turn in written assignments online.

If applying for teaching Science, please answer the following questions:

Describe your desire to teach Science (100 word minimum).

What is your favorite lab to work with students and why?

If any of the above answers are marked "Yes", fill in the information below.

Conviction Charge(s):

Date of Conviction:

Court of Conviction

City/State:

Amount of Fine:

Length of Jail Term:

Length and Terms of Probation:

Comments:

CONVICTION means a final judgment on a verdict or a finding of guilt, or a plea of nolo contendere (No Contest), in any state or federal court of competent jurisdiction in a criminal case, regardless of whether an appeal is pending or could be taken. Conviction does NOT include a final judgment that has been expunged by pardon, reversed, set aside, or otherwise rendered invalid.

Under penalty of prosecution and dismissal, I hereby certify that the information presented on this application is true, accurate, and complete. I authorize the investigation of all statements contained herein and understand that the human resource personnel of Tucson International Academy may review any document relevant to this information. I authorize the human resource personnel of Tucson International Academy to make reference checks and I will execute such documents to facilitate this investigation. I understand that my employment is not finalized until the background investigation has been completed. **I understand that misrepresentation or omission of pertinent facts may be cause for dismissal.**

THIS PAGE MUST BE SIGNED WITH ORIGINAL SIGNATURE AND DATE

Signature

Date

VOLUNTARY EMPLOYMENT DATA SURVEY

The purpose of this survey is to collect data to comply with government record keeping, reporting, and other legal requirements. This information is confidential and **WILL NOT** be part of your application or personnel file. **Your cooperation is voluntary.** Answering or not answering the question in this survey **WILL NOT** affect any recruitment or selection decision.

Date:		
Social Security Number:		
Last Name:	First Name:	M.I.
Date of Birth:		
<input type="checkbox"/> Male <input type="checkbox"/> Female		
Please mark only one ETHNIC GROUP listed below:		
<input type="checkbox"/> White (Non-Hispanic)		
<input type="checkbox"/> Asian, Oriental, or Pacific Islander		
<input type="checkbox"/> Hispanic Origin		
<input type="checkbox"/> African-American (Non-Hispanic)		
<input type="checkbox"/> American Indian/Alaskan Native		
<input type="checkbox"/> Unknown OR not willing to identify ethnic group		
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HUMAN RESOURCES

APPLICATION FOR CERTIFIED POSITION VACANCY

Job Number	Bulletin Number	Job Title
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ONE APPLICATION PER JOB NUMBER

Social Security Number:

Last Name:	First Name:	M.I.
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Mailing Address:

City:	State:	ZIP:
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Home Phone: () -	Work/Message Phone: () -
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FOR CURRENT TIA REGULAR CONTRACT EMPLOYEE REQUESTING TRANSFER

Current Site/Dept. Name:

Administrator Signature:

NON-DISTRICT APPLICANTS, INCLUDING TEMPORARY CONTRACT EMPLOYEE, SUBSTITUTE TEACHER, AND TEACHING ASSISTANT, MAY APPLY IF THEY HAVE A COMPLETED TIA CERTIFIED POSITION APPLICATION ON FILE.

Employer	School/Grade - Subject	Years

Arizona Certificates/Endorsements

IF YOU DO NOT HAVE AN ARIZONA TEACHING CERTIFICATE, PLEASE ANSWER THE FOLLOWING:
 Do you hold a valid certificate in another state? Yes No If "Yes," which state? _____
 Fingerprints: I have received a Fingerprint Clearance card from DPS: Yes No
 If "No," when was the clearance requested? _____
 When do you anticipate receiving your Arizona Teacher Certification?

Are you an ARIZONA STATE RETIREMENT SYSTEM (ASRS) RETIREE? Yes No
 If yes, please ask for the Retiree Application form.*

Are you currently a Temporary Contract Certified Employee? Yes No

Are you currently a TIA Substitute Teacher? Yes No

Have you ever been a TIA employee? Yes No If yes, please provide dates:

Signature of Applicant	Date
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