

Date Received:

Applicant's Last Name:

APPLICATION FOR TEACHER/LICENSED POSITION

Native American Community Academy

1100 Cardenas SE Albuquerque,

New Mexico 87108

www.nacaschool.org

APPLICATION DATE

DATE AVAILABLE

AN EQUAL OPPORTUNITY EMPLOYER

PLEASE PRINT OR TYPE. USE BLACK INK.

(Please note: ONLY a complete application will be accepted and considered for employment.)

Application MUST include the following:

- 1. Copy of Transcripts showing degree
- 2. Updated resume
- 3. Copy of current NM teaching license or
- 4. Copy of out-of-state certificate/license, if applicable
- 5. References

INCOMPLETE APPLICATION WILL NOT BE PROCESSED AND WILL BE RETURNED.

NAME (LAST)	(FIRST)	(MIDDLE)	SOCIAL SECURITY NUMBER		
MAILING ADDRESS		CITY	STATE	ZIP CODE	PHONE NUMBER

Please indicate which areas you are interested in teaching and/or are endorsed in:
 (Indicate your preference by place a "1" for first choice, "2" for second choice & "3" for third choice.)

<input type="checkbox"/> Language Arts	<input type="checkbox"/> Reading	<input type="checkbox"/> Navajo Language
<input type="checkbox"/> Math	<input type="checkbox"/> Social Studies	<input type="checkbox"/> Native American Studies
<input type="checkbox"/> Physical Education	<input type="checkbox"/> Science	<input type="checkbox"/> Counselor
<input type="checkbox"/> Secretary	<input type="checkbox"/> Office Manager	

LICENSURE

Have you taken the NMTA? Yes ___ No ___ If yes, date: _____

Do you now hold a current New Mexico License? Yes ___ No ___

If yes:
 File # _____ Type: _____ Endorsements: _____ Exp. Date: _____

If no:
 Are you eligible for licensure in New Mexico? Yes ___ No ___

List any other states in which you are licensed to teach? _____

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Dates: (MO/YR-MO/YR)	List University/College Where Degrees Were Earned (list most recent first)	Type of Degree (BA, MA, etc.)	Major	Minor	G.P.A.

EMPLOYMENT HISTORY

Dates: (MO/YR-MO/YR)	Employer Information (Name, Address, City, State, Zip)	Name & Phone Number of Supervisor	Full-Time Part-Time Substitute	Subject(s) Taught or Position Held	May We Contact This Employer?
					% ₀₀ Yes % ₀₀ No
					% ₀₀ Yes % ₀₀ No
					% ₀₀ Yes % ₀₀ No
					% ₀₀ Yes % ₀₀ No
					% ₀₀ Yes % ₀₀ No

TOTAL NUMBER OF YEARS TEACHING EXPERIENCE: _____

What strengths and qualities do you possess that could be an asset to the Native American Community Academy?

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PROFESSIONAL BACKGROUND INFORMATION APPLICANTS PLEASE READ CAREFULLY

You must disclose this information even if a lawyer, judge, or other third party or law enforcement official has told you differently. * All questions must be answered. To omit a response or to be untruthful in your response, regardless of any previous information received from your attorney or any court will be considered falsification of your application and may result in not being hired or termination of your employment with Albuquerque Public Schools.

If you answer "yes" to any of the items below, attach a detailed letter of explanation.

- | | | |
|------------|-----------|---|
| Yes | No | 1. Have you ever had adverse action taken against any certificate or license in New Mexico or any other state? (Adverse action includes: letter of warning, reprimand, suspension, voluntary surrender or cancellation) |
| Yes | No | 2. Have you ever had an application for a license, permit, credential, or other document authorizing school service teaching denied or rejected from disciplinary reasons in New Mexico or any other state? |
| Yes | No | 3. Have you ever been disciplined, reprimanded, suspended, or discharged, from any employment because of allegations of misconduct? |
| Yes | No | 4. Have you ever resigned, entered into a settlement agreement, or otherwise left employment because of allegations of misconduct? |
| Yes | No | 5. Is any action now pending against you for alleged misconduct, including application discrepancies, in any school district, court, or before any professional licensure agency? |
| Yes | No | 6. Have you ever failed to fulfill the terms of a professional contract? (Resigning from employment, if proper notice was given does not constitute failure to fulfill a contract.) |
| Yes | No | 7. Do you currently have any outstanding misdemeanor or felony criminal charges, warrants of arrest, or conditions of probation pending against you in New Mexico or any other state? |
| Yes | No | 8. Have you in the last (5) years, as a juvenile or an adult, been placed on probation, been convicted of, pleaded guilty to, entered a plea of <i>nolo contendere</i> /no contest, or received a deferred or suspended sentence for the <i>commission</i> of a misdemeanor? (Minor traffic citations should not be reported. Driving while intoxicated (DWI) or driving under the influence of alcohol or other drugs (DUI) must be reported). |
| Yes | No | 9. Have you in the last ten (10) years, as a juvenile or an adult, been placed on probation, been convicted of, pleaded <i>nolo contendere</i> /no contest, or received a deferred or suspended sentence for the commission of a felony ? (Minor traffic citations should not be reported. Driving while intoxicated (DWI) or driving under the influence of alcohol or other drugs (DUI) must be reported). |
| Yes | No | 10. Have you ever, as a juvenile or an adult, had a criminal record sealed? |
| Yes | No | 11. Have you ever, as a juvenile or an adult, had a criminal record expunged? |
| Yes | No | 12. Have you ever, as a juvenile or an adult, been confirmed as a child abuser by any agency in New Mexico or any other state? |
| Yes | No | 13. Are you currently delinquent in payment of court-ordered child support in New Mexico or any other state? |

*Conviction of a crime does not necessarily preclude you from consideration from employment. The school will consider the nature, date, and relationship of the offense to which you are applying.

OATH

I authorize the Native American Community Academy to make such investigations into my personal history and/or other related matters **as may be necessary in arriving at an employment decision.**

I hereby release employers, schools or persons from liability in responding to inquiries in connection with my application. This information includes, but is not limited to, relevant data as to job performance, reasons for termination, convictions, information relating to arrests or convictions for criminal offenses, professional licensure, and review of any of these records.

I further authorize the Native American Community Academy to release to any potential employer any and all relevant information concerning my employment history.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand that I am required to abide by all policies and procedures of the Native American Community Academy.

Signature of Applicant

Date