

Pasadena Independent School District
HUMAN RESOURCES - Certified Department
1515 Cherrybrook, Pasadena, Texas 77502
Phone: (713) 920-6898, Toll Free: (800) 356-6050

Applicant: On the lines below clearly print the name and address of reference. (Must be legible for mailing. Should match those checked for work experience.) All three reference forms must be returned with application. Pasadena ISD will mail.

Request for Reference: I hereby give you permission to complete and release this form to Pasadena ISD. I agree that the information will not be disclosed to me and will be confidential. I further agree to hold harmless all districts and individuals giving the reference for any legal occurrence that might result from this information.

Name: _____ *Applicant's Name*

ADDRESS: _____ *Applicant's Signature*

CITY: _____ STATE: _____ ZIP _____ *Applicant's Social Security Number*

REFERENCE FORM

5. Please comment on applicant's teaching/job performance:

6. How does applicant relate to students/staff? (circle one)

Exceedingly Well Well Needs Improvement

3. How does applicant manage discipline/classroom? (circle one)

Exceedingly Well Well Needs Improvement

8. Would you rehire this applicant? _____

9. Would you want this applicant to teach your own children? _____

Signature Position Wk. Phone Hm. Phone

Date

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Date

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Pasadena Independent School District

Print Name

Social Security Number

State briefly your philosophy of Education, reasons you want to teach in Pasadena ISD, what contribution(s) you can make as a teacher or substitute teacher. (Your remarks should be handwritten and limited to this page.)

CRIMINAL HISTORY

All Texas school districts are authorized to obtain any criminal history information relating to an applicant for employment, by House Bill 1498 (TEC 21917). Conviction of a crime is not an automatic bar to employment. The District will consider the nature of the offense, the date of the offense, and the relationship between the offense and the position for which you are applying.

- Have you ever been convicted of any crime or offense, other than a minor traffic offense? _____ yes _____ no

If yes, please explain: _____

- Have you ever been convicted of any crime or offense, other than a minor traffic offense and received probation?
_____ yes _____ no

If yes, please explain, _____

- Has any court ever received a plea of guilty or a plea of nolo contendere from you for any offense, other than a minor traffic offense, deferred further proceedings without entering a finding of guilty or placing you on probation?
_____ yes _____ no

If yes, please explain: _____

The Pasadena Independent School District is a tobacco, alcohol, and drug-free workplace.

ALL APPLICANTS: PLEASE READ THE FOLLOWING INFORMATION AND SIGN.

I hereby affirm that all information provided in this application is true and accurate to the best of my knowledge and belief. I understand that any falsification, misrepresentation, or omission will be sufficient cause for cancellation of my application or dismissal from subsequent employment. I authorize the references listed in this application 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 all liability for any damage that may result from furnishing same to you.

The Pasadena Independent School District – in compliance with Title VII, American Disability Act, Age Discrimination In Employment Act, Section 504 of the Rehabilitation Act of 1973 and other statutes – seeks to provide equal opportunity without regard to race, color, religion, national origin, sex, age, marital or veteran status, the presence of a medical condition, disability or any other legally protected status. This policy extends to employment and all programs and activities conducted by the district. For further information, contact Kirk Lewis, Office of the Superintendent, Pasadena Independent School District, 1515 Cherrybrook, Pasadena, Texas 77502 (713-920-6822).

THIS APPLICATION IS CONSIDERED INCOMPLETE WITHOUT SIGNATURE.

_____ Date _____ Signature of Applicant

Direct to: Human Resources, Certified Department, 1515 Cherrybrook, Pasadena, Texas 77502

Human Resources number: (713) 920-6898
1-800-356-6050
Fax Number: (713) 920-4657
Email: jdennis@pasadena.isd.tenet.edu

If you have had a break(s) in service, please state reason(s).

Years	Reason(s)
_____ - _____	_____
_____ - _____	_____
_____ - _____	_____
_____ - _____	_____
_____ - _____	_____

PERSONAL DATA:

- Are you related, in any way, to any member currently serving on the Pasadena ISD Board of Trustees?
_____ yes _____ no
- If you are applying for a position which requires you to transport students, respond to the following:
Do you have a driver's license? _____ yes _____ no
License Number _____ State _____
Do you qualify for motor vehicle insurance? _____ yes _____ no
- Have you ever taught under a SBEC Temporary, Emergency or Hardship Permit? _____ yes _____ no
Subject areas: _____
School year(s): _____ School Districts? _____
- Have you ever been involuntarily terminated or given the option to resign in lieu of termination from the employment of another school district or employer? _____ yes _____ no
If yes, please give the name of the school district or employer, the date and the reason for the termination or resignation:

- Why do you desire to leave your present position/job, or why did you leave your last position/job? _____

Pasadena Independent School District

REFERENCES: Please check if placement file is being sent _____
 Please check the names below that are being used as references on subsequent pages.

I give Pasadena I.S.D. permission to request references from those names checked below. I agree that the information will NOT be disclosed to me and will be treated as confidential by Pasadena ISD. If further agree to hold harmless the Pasadena ISD and/or the checked references for any legal occurrence that might result from this information.

_____ Date _____ Applicant's Signature _____

WORK EXPERIENCE IN EDUCATION: (if new, include supervising teachers). Begin with the most recent. If no experience in education, provide names and phone numbers of former employees.

Years	School District & Address	Principal or Supervisor & Phone No.	Subjects	Reason for Leaving
_____ - _____	_____	_____	_____	_____
		<i>wk.</i> _____	_____	_____
		<i>hm.</i> _____	_____	_____
_____ - _____	_____	_____	_____	_____
		<i>wk.</i> _____	_____	_____
		<i>hm.</i> _____	_____	_____
_____ - _____	_____	_____	_____	_____
		<i>wk.</i> _____	_____	_____
		<i>hm.</i> _____	_____	_____
_____ - _____	_____	_____	_____	_____
		<i>wk.</i> _____	_____	_____
		<i>hm.</i> _____	_____	_____

Are you legally authorized to work in the U.S.? _____ yes _____ no

Total Number Years Teaching Experience _____

TEACHER APPLICATION

**Pasadena Independent School District
Human Resources
Certified Personnel
1515 Cherrybrook
Pasadena, Texas 77502**

This page is for your use in completing the application form. Please read carefully and detach for your records.

All hiring will be in compliance with the Immigration Act of 1990, in order to fulfill the legal requirements regarding employment authorization and identity.

Materials required of applicant:

1. Completed application form
2. Copies of all college transcript(s) of courses completed at time of application.
3. Original college transcripts upon employment
4. Copy of teaching certificate
5. Copy of previous summative score evaluations (if available)
6. Copy of EXCET results (if applicable)
7. Placement file (if applicable)
8. Completed reference forms if placement file is unavailable. Applicant fills out top portion only. Pasadena Independent School District will mail references.

Two weeks after mailing application please call Human Resources to schedule a required interview with one of our specialists. **THE APPLICANT MUST INITIATE THIS INTERVIEW.** After the screening interview, applicants should expect no further contact until called to interview with principals when job openings occur. **WE WILL CALL YOU AT THAT TIME.**

Your application is in effect through October 31. After this date please call us for a reactivation form or a new application if needed.

Regular Office Hours:

Monday through Friday, 8 a.m. to 4:30 p.m.
Closed Fridays in June and July

Human Resources: (713) 920-6898
Toll Free: 1-800-356-6050
Fax: (713) 920-4657