



APPLICATION FOR SUBSTITUTE TEACHING

This form must be filled out **COMPLETELY**. All information will be kept confidential.
 We consider applicants for all positions without regard to race, color, gender, national origin, age, non-disqualifying disability, marital or veteran status.

PERSONAL INFORMATION

Name: _____ Home Phone: _____
Last First M.I.

Cell: _____

Work: _____

Address: _____
Street City State Zip

Email address: _____

EDUCATION AND PROFESSIONAL TRAINING

List High Schools, Colleges, Universities Attended (most recent FIRST)	Location	Degrees Received	Date Received	Majors	Minors

Are you presently working toward a higher degree? _____ Degree and date expected: _____

From what educational institution? _____

WORK EXPERIENCE IN EDUCATION

Name of Institution	Position	Dates From-To	CSI School?	Reason for Leaving	Annual Salary



OTHER WORK EXPERIENCE

Name of Company	Position	Dates	Reasons for Leaving

List at least two professional (P) references and one character (C) reference.

Name	Position	Address & Daytime Phone Number
(P) _____	_____	_____
(P) _____	_____	_____
(P) _____	_____	_____
(C) _____	_____	_____

MISCELLANEOUS INFORMATION

- Is additional information relative to a different name necessary to check work record? YES NO
If yes, please explain:

- Do you have the legal right to work in the U.S.? YES NO

- Have you ever plead “no contest” or “guilty” to or been convicted of a crime other than a routine traffic offense? YES NO
If yes, when, where, and nature of offense?

- Are there any felony charges pending against you? YES NO
If yes, please explain:

- Have you ever been fired

dismissed	<input type="checkbox"/> YES	<input type="checkbox"/> NO
asked to resign by mutual agreement	<input type="checkbox"/> YES	<input type="checkbox"/> NO
otherwise terminated	<input type="checkbox"/> YES	<input type="checkbox"/> NO
refused re-employment	<input type="checkbox"/> YES	<input type="checkbox"/> NO

- Are you able to do the essential functions of the job(s) for which you are applying? YES NO
If not, please explain:



APPLICANT DISCLOSURE AFFIDAVIT

Brookfield Christian School screens prospective employees and volunteers to evaluate whether an applicant poses a risk of harm to the children and youth it serves. This may also include a social media background check. Information obtained is not an automatic bar to employment but is considered in view of all relevant circumstances. This disclosure is required to be completed by applicants for positions in order to be considered. Any falsification, misrepresentation, or incompleteness in this disclosure alone is grounds for disqualification or termination.

APPLICANT _____ /_____/_____
Please print complete name *Social Security Number*

The undersigned applicant affirms that I HAVE NOT AT ANYTIME (whether as an adult or juvenile):

Yes No *(Initial yes or no and provide brief explanation for a yes answer)*

- been convicted of
- pleaded guilty to (whether or not resulting in a conviction)
- pleaded no contest to
- admitted to
- had any judgment or order rendered against me (whether by default or otherwise) for
- entered into any settlement of an action or claim of
- had any license, certificate, or employment suspended, revoked, terminated or adversely affected because of _____
- been diagnosed as having or been treated for any mental or emotional condition arising from
- resigned under threat of termination of employment or volunteer work for any allegation, any conduct, matter, or thing (irrespective of the formal name thereof) constituting of involving (whether under criminal or civil law of any jurisdiction):

Yes No *(Initial yes or no and provide brief explanation for a yes answer)*

- any felony
- rape or other sexual assault
- drug/alcohol-related offenses
- abuse of a minor or child, whether physical or sexual incest
- kidnapping, false imprisonment, or abduction
- sexual exploitation of a minor
- sexual conduct with a minor
- sexual harassment
- annoying/molesting a child
- lewdness and/or indecent exposure
- lewd and lascivious behavior
- obscene literature
- assault, battery, or other offense involving a minor



Return completed application to:

Email: jobs@brookfieldchristian.org

-OR-

Fax: 262-782-0551

-OR-

Mail: Brookfield Christian School
14155 W. Burleigh Rd.
Brookfield, WI 53005

Before final consideration for employment, it is applicant's responsibility to provide transcripts of college credit, placement references and evidence of certification as required for the position for which you are applying