

SUPERINTENDENT OF SCHOOLS DIOCESE OF CHARLOTTE 1123 SOUTH CHURCH STREET • CHARLOTTE, NC 28203-4003 • 704-370-3270

APPLICATION FOR AN ADMINISTRATIVE POSITION

		Instruction	ns – Please typ	e all en	tries exc	ept sig	nature	
Name				- : .			(4.111)	
(Last	(First) e)				(Middle)			
Permanent Address								
			Social Security #					
			If Catholic, Parish of membership					
		EDUCAT	TIONAL INS	TITUT	IONS A	ATTEN	NDED	
NAME OF INSTITUTION	LOCATION (City and State)		MAJOR AREA OF CONCENTRATION		NUMBER CREDITS RECEIVED		_	DATE RECEIVED
TEACHING CERTIFICATES OR LICENSES ISSUED TO YOU								
TITLE OF CERTIFCATE ISSUING OR LICENSE STATE		EFFECTIVE DATE	EXPIRATION NOTE		VAI	VALID FOR WHAT SUBJECTS OR AREAS?		

TEACHING EXPERIENCE:

School	Grade		Subject Taught	Dates
Employer's Name		Address		Telephone Number
School	Grade		Subject Taught	Dates
Employer's Name		Address		Telephone Number
School	Grade		Subject Taught	Dates
Employer's Name		Address		Telephone Number
SUPERVISORY department chair	EXPERIENCE : (ex: pri person)	ncipal, ass	sistant principal, gra	de coordinator,
School	Title of Supervisory Role		% of Day Engaged	Dates
Employer's Name		Address		Telephone Number
School	Title of Supervisory Role		% of Day Engaged	Dates
Employer's Name		Address		Telephone Number
School	Title of Supervisory Role		% of Day Engaged	Dates
Employer's Name		Address		Telephone Number
OTHER WORK E	EXPERIENCE:			
Employer's Name				Dates
Address			Tele	ephone Number
Employer's Name				Dates
Address			Tele	ephone Number

	s or books you have punizations to which you	ıblished, scholarships belong.	or honors you have re	ceiv
		rofessional references	(at least one must be	an
		rofessional references	(at least one must be	an
		rofessional references Position	(at least one must be	an
immediate supervisor)			an
mmediate supervisor)			an
mmediate supervisor)			an
immediate supervisor)			an
Name ATTACH LETTERS (letter from your pasto	Address OF RECOMMENDATION T, if Catholic)		Telephone	
Name Name ATTACH LETTERS (etter from your pasto	Address OF RECOMMENDATION T, if Catholic)	Position	Telephone	
Name ATTACH LETTERS (Address OF RECOMMENDATION T, if Catholic)	Position	Telephone Tion: (including a ref	
Name Name ATTACH LETTERS (etter from your pasto Letters from the following the control of th	Address OF RECOMMENDATION T, if Catholic)	Position ON TO THE APPLICA	Telephone Tion: (including a ref	

Write a brief statement indicating what you regard as the main task of a newly appointed principal and/or administrator. Mention specific ways in which you would attempt to meet the challenges of the position.						
BACI	KGRC	DUND INFORMATION				
Yes	No					
		Have you ever been suspended, dismissed, fired, or discharged from a position of employment?				
		Have you ever had a teaching certificate suspended or revoked?				
		Have you ever been placed on an Action Plan?				
		Have you ever received a below standard rating?				
		(If you answered YES, include a copy of your last two evaluations.)				
		Have you ever been asked to resign from a position of employment?				
		Have you ever been convicted of any violation of the law other than a minor traffic ticket?				
		Have you ever been convicted of a felony?				
		Have you ever been the subject of investigation for sexual misconduct?				
	(If you answered YES to <u>any</u> of the above questions, explain on a separate page and include				
matte author	rs contrize my eyment eation	the information contained in this application is correct to the best of my knowledge. I authorize investigation of all tained in this application and agree that any misleading or false statements may result in termination. I hereby y present/past employers to furnish the Diocese of Charlotte Catholic Schools Office with information about my thistory. I understand that the references requested will be communicated on a confidential basis and that any provided therein will not be shared with me. I further acknowledge that this application is not a contract of t.				
		Date Signature of Applicant				

The Diocese of Charlotte Catholic Schools is an equal opportunity employer and does not discriminate on the basis of race, color, sex, age, disability, or national origin.