



ALABAMA COMMUNITY COLLEGE SYSTEM

APPLICATION NO. SESS

APPLICATION FOR EMPLOYMENT

J. F. INGRAM STATE TECHNICAL COLLEGE

Position Information	Title of position for which you are applying <u>Special Education Services Substitute</u>	
		Date of Application

Personal Information	Last Name	First Name	Middle Initial	Social Security Number	
	Address		City	State ZIP	
	<i>Contact Information</i>				
	Phone	Home	Work	Cell	E-mail Address

Secondary and Postsecondary Education		School/College	Dates Attended From/To	Major	Minor	Degree(s) Earned
	High School/ GED					
	College					
	College					
	College					
	Other (Specify)					

Employment History	Please list most recent employment experience first.		
	Employer	Telephone Number	Job Duties
	Address	Dates of Employment	
	Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
	Reason for Leaving	Supervisor	

Employment History (Continued)

Employer	Telephone Number	Job Duties
Address	Dates of Employment	
Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
Reason for Leaving	Supervisor	
Employer	Telephone Number	Job Duties
Address	Dates of Employment	
Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
Reason for Leaving	Supervisor	
Employer	Telephone Number	Job Duties
Address	Dates of Employment	
Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
Reason for Leaving	Supervisor	
Employer	Telephone Number	Job Duties
Address	Dates of Employment	
Title <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Hourly Rate/Salary	
Reason for Leaving	Supervisor	
Attach additional page if needed.		

May we contact your current employer? Yes No

Skills, Certifications, Awards or Professional Activities

References	Please list three reliable references, other than relatives, who can provide information verifying qualifications, character, or work experience.		
	Name and Title	Address	Phone Number
Family Relationship	<i>For the purposes of disclosure, relative includes the following: spouse, dependent, adult child and his or her spouse, parent, spouse's parents, sibling and his or her spouse.</i>		
	Are you a relative of any employee of the Alabama College System, including JF Ingram State Technical College, or any member of the State Board of Education? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list the name(s), relationship, and employer/position of relative(s) _____		

Felony Conviction(s)	Have you ever been convicted of or pled no contest or guilty to any felony or any crime involving theft, dishonesty, violence, or sexual misconduct? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain below:
	_____ _____

Consent Agreement	I represent and warrant that the information I have given on this application is full and true to the best of my knowledge and belief. I further acknowledge that I understand that I must provide documented verification of education, experience, and required certifications and/or licensures. And further, I represent and warrant that I have answered fully and truthfully all questions regarding criminal convictions/records. I hereby expressly request, and give permission to, former employers and any persons who may have pertinent information concerning this application to furnish such information to college officials. I agree to hold such persons harmless, and I do hereby release them from any and all liability for damage of any nature whatsoever for furnishing such information. I understand that failure to provide full and true information on this application may result in disqualification or dismissal.	
	_____ Signature of Applicant	_____ Date

Return to: JF Ingram State Technical College
 Attention Human Resources
 PO Box 220350
 Deatsville, Alabama 36022-0350
 334-285-5177

