



Date of Application	Name of Applicant	Employment Area
		1.
		2.

JESUIT HIGH SCHOOL

FACULTY APPLICATION FOR EMPLOYMENT

SCHOOL MISSION STATEMENT

Jesuit High School of Sacramento is a Roman Catholic college preparatory dedicated to forming competent young men into conscientious leaders in compassionate service to others for the greater glory of God.

THE SCHOOL'S EXPECTATIONS

The educational philosophy of Jesuit High School is Catholic and therefore, it is based on a faith response to the Gospel of Jesus Christ; it is Jesuit and therefore, it is formed by Ignatius of Loyola's vision of Christ and the world. The school's purpose is to lovingly serve the young men who attend and to help them realize the fullness of their spiritual, intellectual, artistic, physical, and social potential. A teacher is the living expression of the school's philosophy. Hence, Jesuit seeks to find faculty members who are proficient in their fields, who are committed to seek personal religious development, whose physical, mental, and moral discipline and skill challenges the students, and whose open-mindedness and judgment mark them as accepting and humane individuals.

SCHOOL HISTORY

Jesuit High School of Sacramento was founded by the Jesuits in September 1963. The enrollment has grown from that initial freshman class of 93 to the current level of 1,000 students. Jesuit High School is governed by a Board of Trustees, composed of both Jesuit and lay members. The Board delegates the overall responsibility for the school to the President, the chief executive officer of the school. The Principal serves as the educational leader and chief academic administrator of the school.

PLEASE INCLUDE WITH YOUR APPLICATION:

- (A) A copy of your resume***
- (B) A photocopy of your university transcripts***
- (C) One or two recently dated letters of recommendation.***
- (D) "Request for Evaluation" checklist can be submitted at a later date.***
- (E) Brief typewritten responses to the following questions on a separate sheet of paper:***
 - 1. Why do you want to work at Jesuit High School?*
 - 2. How does your faith in God influence your life and your work?*
 - 3. How will you contribute to the faith community at Jesuit High School?*
 - 4. What specific contributions, beyond your normal assignment, can you make to the intellectual, social, spiritual and cultural development of our students?*

Please submit application documents to:

Ms. Beth Tegge, Human Resources Director
Jesuit High School
P.O. Box 254647, Sacramento, CA 95865
(916) 482-6060

AN EQUAL OPPORTUNITY EMPLOYER

A. PERSONAL INFORMATION

Name: _____
 (Last) (First) (Middle Initial)

Address: _____
 (Street) (City) (State) (Zip)

Phone: (____) _____ (____) _____ E-mail: _____
 (Day) (Evening)

Religion: _____ Church/Parish _____

Are you an active member of the religious affiliation indicated above? Yes No

Do you have knowledge of Catholic doctrine and are you willing to teach in accordance with this doctrine? Yes No

Do you have the legal right to work in the United States of America? Yes No

Have you ever been charged with or convicted of a criminal offense? Yes No
 (Include both felonies and/or serious misdemeanors)

A conviction will not necessarily disqualify an applicant from employment.

Do you have any physical condition or handicap which may limit your ability to perform the job applied for? If yes, indicate on a separate sheet of paper what can be done to accommodate your limitation? Yes No

Have you ever been dismissed from teaching? Yes No

If you answered yes to any of the last three questions, please explain on a separate sheet of paper.

EDUCATION				
SCHOOL	DEGREE	MAJOR	UNITS/HRS	DATES OF ATTENDANCE
High School:				
College:				
Graduate:				
Other:				

CREDENTIAL(S)			
TYPE/STATE	SUBJECT(S)	EXPIRATION DATE	CERT #

Do you have plans for further education? Yes No

If so, please indicate _____

B. TEACHING / COUNSELING EXPERIENCE
(Please list most recent experience first.)

PRIOR TEACHING EXPERIENCE				
SCHOOL	CITY/STATE	SUBJECT/GRADE	DATES	SUPERVISOR

Reason for leaving present position: _____

Are we free at this time to contact your present employer? Yes No

Person to contact (Name/Title): _____ Phone: _____

TOTAL YEARS TEACHING EXPERIENCE		
ELEMENTARY/MIDDLE	HIGH SCHOOL	COLLEGE

PLEASE CHECK ONE OR MORE: Full-time Part-time
 Substitute Coaching

C. REFERENCES / OTHER WORK EXPERIENCE

PROFESSIONAL REFERENCES - List at least three past supervisors and principals.			
SUPERVISOR	TITLE	SCHOOL/DISTRICT	PHONE

PERSONAL REFERENCES - List at least two character references			
NAME	RELATIONSHIP	DATES	PHONE

OTHER WORK / MILITARY EXPERIENCE				
JOB TITLE	COMPANY/ LOCATION	DATES	DUTIES	SUPERVISOR/ PHONE

D. CO-CURRICULAR EXPERIENCE: Check each of the following activities you desire to coach, moderate, or assist with:

- | | | | |
|---|--|--|--------------------------------|
| <input type="checkbox"/> Amnesty International | <input type="checkbox"/> Drama | <input type="checkbox"/> Service Clubs | <input type="checkbox"/> Other |
| <input type="checkbox"/> Pep Band/Orchestra/Chorus | <input type="checkbox"/> Football | <input type="checkbox"/> Soccer | _____ |
| <input type="checkbox"/> Baseball | <input type="checkbox"/> Forensics | <input type="checkbox"/> Swimming | _____ |
| <input type="checkbox"/> Basketball | <input type="checkbox"/> Golf | <input type="checkbox"/> Tennis | _____ |
| <input type="checkbox"/> California Scholastic Federation | <input type="checkbox"/> Martial Arts | <input type="checkbox"/> Track & field | _____ |
| <input type="checkbox"/> Campus Ministry | <input type="checkbox"/> Newspaper | <input type="checkbox"/> Volleyball | _____ |
| <input type="checkbox"/> Christian Service | <input type="checkbox"/> Retreats | <input type="checkbox"/> Water Polo | _____ |
| <input type="checkbox"/> Computers | <input type="checkbox"/> Rugby | <input type="checkbox"/> Wrestling | _____ |
| <input type="checkbox"/> Cross Country | <input type="checkbox"/> Science Clubs | <input type="checkbox"/> Yearbook | _____ |

E. SALARY

Current salary: _____ Expected salary from Jesuit: _____

F. RELEASES AND SIGNATURE — Please read carefully and sign below.

I certify that the information provided on this application is complete and accurate. I further authorize Jesuit High School to investigate any and all statements made on this application and in my essay responses. I give permission to contact the references and employers listed herein. I hereby release Jesuit High School, my former employers, and all other persons, corporations, partnerships and associations from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure. Failure to provide accurate information or to knowingly withhold information constitutes grounds for rescinding any offer of employment or for immediate termination if already employed.

I also understand and acknowledge that neither this application, nor any personnel policies, practices or procedures create an express or implied offer of employment.

I also understand and acknowledge that fingerprint clearance, tuberculosis testing clearance and pre-employment drug screening clearance are requirements of employment at Jesuit High School. I agree and consent to have my fingerprints investigated and be tested for tuberculosis in a manner prescribed by law prior to being offered employment. I also consent to have a pre-employment drug test.

I also understand that I will not receive and am not entitled to know the contents of confidential reports received and I further understand that these reports are privileged.

Signature

Date

REQUEST FOR EVALUATION

OF _____
(applicant's name)

Dates employed by or known to you: From: _____ To: _____

What was the applicant's position? _____

If the applicant was a teacher, what subject(s) was (were) taught? _____

Would you re-employ this person? _____ Yes _____ No

Skills, Knowledge and Characteristics	Superior	Good	Fair	Poor	Unknown
Knowledge of Subject matter					
Knowledge of principles and methods of teaching					
Provides for individual differences among students					
Establishes and maintains appropriate rapport with students					
Creativity in instructional strategies					
Command of English/Communication Skills					
General appearance and grooming					
Work ethic/Professionalism					
Flexibility					
Acceptance & appreciation of diversity					
Use of good judgment					
Interest and enthusiasm					
Response to supervision					
Relationships with staff and faculty					
Relationships with parents					
General Rating					

Additional Comments:

Evaluator's Name (please print or type)

Signature

(_____) _____
Phone Number

Official position or occupation

Date