

MESA VISTA CONSOLIDATED SCHOOL DISTRICT
P.O. BOX 309
Ojo Caliente, NM 87549

LICENSED PERSONNEL APPLICATION FORM
(Administrator/ Teacher/ Counselor/ Librarian/ Nurse)

Name:	Date:
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Address:

Telephone No.:	Social Security No.:
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Alternative Address:

Position you wish to apply for:

What other position(s) would you consider?
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EDUCATIONAL BACKGROUND
(College/University/Post Secondary Institution)

BA/BS	Date Received:	Major	Minor	GPA
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MA/MS	Date Received:	Major	Minor	GPA
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EdD/PhD	Date Received:	Major	Minor	GPA
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Please list other training received with the past five years:

Please have Official Transcripts sent directly from Institution to: Mesa Vista Consolidated School District No. 6, P.O. Box 309, Ojo Caliente, New Mexico 87549 - ATTN: Lori Kuykendall Human Resource Department- Certified Electronic Transcripts will be accepted when sent to the Human Resource Department:
lori.kuykendall@mesavista.org

PROFESSIONAL EXPERIENCE

****NOTE: "Refer to Resume" is not sufficient. Application must be completed in its entirety.**
****Teaching Experience – Most Recent First:**

School	Location	Grade/Subject	Date	Reason for Leaving
1.				
2.				
3.				
4.				
5.				

for the cost incurred for the background check and finger printing process, regardless of whether or not the individual is ultimately employed with the School District. Should the background check and finger printing process reveal a concern(s) about the applicant's suitability for the position for which they are being considered, the offer may be withdrawn.

I CERTIFY THAT THIS APPLICATION IS COMPLETE, ACCURATE AND TRUTHFUL. NOTE: OMISSION(S) OF FACT REPRESENTS LACK OF TRUTHFULNESS.

Signature: _____ Date: _____

Please answer the following questions below on a separate piece of paper, based on your background and experience applicable to the position you are applying for:

- 1) How would you individualize your instructional program?
- 2) Describe with specific details your views of an effective program(s)?
- 3) How do you teach critical thinking skills, if applicable?
- 4) Why did you become a Teacher / Counselor / Nurse / Librarian / Administrator?
- 5) Why do you want to work for the Mesa Vista Consolidated School District #6?
- 6) How do you deal with challenging student behavior? Give an example from your experience of a behavior intervention strategy that you found to be effective.
- 7) What extra responsibilities would you be willing to assume (e.g., club sponsor, coach, music group)?

****NOTE: "See Resume" is not sufficient. Application must be completed in its entirety.**

MAIL COMPLETED APPLICATION TO:

**MESA VISTA CONSOLIDATED SCHOOL DISTRICT #6
P.O. BOX 309
OJO CALIENTE, NEW MEXICO 87549**

ATTN: Superintendent Telephone No. : (505) 583-2645)

The Mesa Vista Consolidated School District #6 is an equal opportunity employer and does not discriminate on the basis of race, national origin, religion, age, sex, marital status or disability.

AUTHORIZATION FOR RELEASE OF INFORMATION

I, _____
NAME (must be PRINTED – LEGIBLY) SOCIAL SECURITY # D.O.B

Pursuant to NMSA 1978, Section 29-10-6 (A) Repl. Pamp. 1990, of the New Mexico Arrest Record Information Act, I hereby appoint: MESA VISTA CONSOLIDATED SCHOOL DISTRICT as an authorized agenda for me for the purpose of inspecting (and or obtaining copies) of any New Mexico Arrest Fingerprinting Card supported record information maintained by the Department of Public Safety, including information concerning felony or misdemeanor arrests.

To the custodian of the records in question, I hereby direct you to release such information to the authorized agent as described above.

I hereby release the custodian or custodians of such records and the Department of Public Safety and the State of New Mexico, including any of their agents, employees, or representatives in any capacity, from any and all claims of liability or damage or whatever kind of nature, which at any time could result to me, my heirs, assigns, associates, personal representative or representatives of any nature because of compliance by said custodian or custodians with this "Authorization for Release of Information" and my request contained herein for this release or because of any use of these records. This release is binding, now and in the future, on my heirs, assigns, associates, personal representative or representatives of any nature.

SIGNATURE: _____
DATE: _____

(*ATTN: NOTARY – Ensure document is signed in your presence and Name, Date of Birth and Social Security Number is verified with a valid ID).

SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY OF _____ 20_____

NOTARY PUBLIC: _____

(SEAL)

MY COMMISSION EXPIRES: _____

NOTE: It shall be understood that in accordance with Mesa Vista Consolidated School Board Policy G.94 – Background Investigations – the Applicant(s) recommended for employment are responsible for reimbursement of full fees and expenses incurred applicable to Background Investigation and Finger Printing. The reimbursement will be done directly or through salary deduction option.

(Adm/Revised 4/78/16)

5. Have you ever been charged with, or investigated for sexual abuse of another person? Yes [] No []
6. Have you ever been charged with, plea of "guilty" or "no contest" (nolo contendere) to, or been convicted of any crime involving sexual abuse of any person or any other crime? Yes [] No []
7. Have you: (a) ever been convicted of a crime, other than a minor traffic offense, or (b) ever entered a plea of "guilty" or a plea of "no contest", or has any court ever deferred further proceedings without entering a finding of guilty and placed you on probation or in a public service or education program for any crime other than a minor traffic offense. Yes [] No []

(Adm/Revised 4/8/16)

NOTE: If you have answered "YES" to any of the previous seven questions, please attach sheet(s) explaining in detail. Include the date of the charge, the court action, the offense in question, and the address of the court involved and sign, date each sheet in the upper right corner.

The crimes referred to in this document include but are not limited to:

1. Abandonment or abuse of a child
2. Sexual assault
3. Incest of a minor
4. Sexual assault of a minor
5. Sexual exploitation of a minor
6. Sexual exploitation of a minor by prostitution
7. Contributing to the delinquency of a minor
8. Enticement of a child
9. Trafficking controlled substances
10. Distributing controlled substances to a minor
11. Delivery to a minor of drug paraphernalia
12. A dangerous crime against a child or children
13. Criminal sexual contact of a minor
14. Molestation of a child
15. Criminal sexual penetration
16. Criminal sexual contact
17. Indecent exposure
18. Aggravated indecent exposure
19. Aggravated assault of a minor
20. Murder
21. Voluntary manslaughter
22. Kidnapping
23. Arson
24. Burglary or Robbery
25. Sale, delivery, display of sexually oriented material to minors
26. Prostitution
27. Patronizing prostitutes
28. Promoting prostitution
29. Accepting earnings of a prostitute
30. D.U.I. /D. W.I.

MESA VISTA CONSOLIDATED SCHOOL DISTRICT NO. 6
P.O. BOX 309
OJO CALIENTE, NEW MEXICO 87549
(505) 583-2645

DIRECTION TO APPLICANT:

Please complete SECTION "A" of this form and attach to Application

SECTION "A": AGREEMENT, AUTHORIZATION, WAIVER AND RELEASE

I HEREBY certify that the information contained in this application is true, accurate and complete, to the best of my knowledge and belief. I understand and agree that any misrepresentation or willful omission of facts shall be sufficient cause for disqualification of my application or for termination of my employment, regardless of when these any misrepresentation or omission is discovered. Failure to provide all part of the information requested may result in the refusal of the MESA VISTA CONSOLIDATED SCHOOL DISTRICT #6 to further consider me for possible employment.

I HEREBY authorize the MESA VISTA CONSOLIDATED SCHOOL DISTRICT #6 and its agents to investigate my work history and education history and to conduct personal inquiries. I understand that the MESA VISTA CONSOLIDATED SCHOOL DISTRICT #6 will send a copy of this Agreement and Authorization to each individual or entity from whom it is seeking a reference or background information.

I HEREBY authorize the party receiving a copy of this signed form (including a photocopy of facsimile copy) to provide and release complete information as may be requested, and I hereby waive any claim of confidentiality I might have with regard to such information.

I HEREBY release any person or entity providing information or records in accordance with this Agreement, Authorization, Waiver and Release from any and all claims or liability for compliance.

I am also waiving any right of action, cause of action, or other means of redress I may have against any person or entity supplying employment-related information, including but not limited to information concerning my background, work history and disciplinary history to the MESA VISTA CONSOLIDATED SCHOOL DISTRICT #6 under a guarantee of confidentiality.

I UNDERSTAND AND AGREE that if I am considered as a finalist for, or I am actually recommended for employment, I will submit to a criminal background investigation, including mandatory fingerprinting, at my expense, to determine my acceptability for employment. Criminal convictions *shall not* automatically bar an applicant from obtaining employment with the MESA VISTA CONSOLIDATED SCHOOL DISTRICT #6, but pursuant to the Criminal Offender Employment Act of New Mexico (NMSA 1978, S28-2-1, et seq.), such convictions may be the basis for refusing employment. I understand that any employment offer is contingent upon the satisfactory completion of all background checks.

I UNDERSTAND that the information contained in this application and the information submitted by me or obtained pursuant to this agreement and authorization is confidential, for the exclusive use of the MESA VISTA CONSOLIDATED SCHOOL DISTRICT #6 and its agents for employment decisions, and will not be transferred to any other entity without my written authorization, unless required to be disclosed upon request by either New Mexico or Federal Law.

Signature of Applicant: _____ Date: _____

Printed Name of Applicant: _____

I understand that if I am considered as a finalist for or am actually recommended for employment, I will submit to a criminal background investigation, including mandatory fingerprinting, at my expense, to determine my acceptability for employment. Criminal convictions shall not automatically bar an applicant from obtaining employment with the *MESA VISTA CONSOLIDATED SCHOOL DISTRICT #6*, but pursuant to the Criminal Offender Employment Act of New Mexico (NMSA 1978, s 28-2-1, et seq.), such convictions may be the basis for refusing employment.

I understand that the information contained in this application and the information submitted by me or obtained pursuant to this Agreement of Authorization is confidential, for the exclusive use of the *MESA VISTA CONSOLIDATED SCHOOL DISTRICT #6* and its agents for employment decisions, and will not be transferred to any other entity without my written authorization unless required to be disclosed upon request by either New Mexico or Federal Law.

I understand that my employment offer is contingent upon the satisfactory completion of all background checks.

SIGNATURE OF APPLICANT

DATE.