

Shaping Educational Futures



LEARNING RESOURCE CENTER
of Polk County, Inc.

For Office Use Only:

Hire Date: _____

Rate of Pay: \$ _____

References Rec'd: _____

Approval: _____

Background Screen

Sent: _____ Rec'd: _____

1628 South Florida Avenue ♦ Lakeland, FL ♦ 33803

Phone: 863.688.9477 ♦ Fax: 863.688.0248

www.LRCpolk.com

Date _____

APPLICATION FOR EMPLOYMENT

Name _____
(First) (Middle/Maiden) (Last) (Nickname)

*Date of Birth _____ Social Security Number _____ - _____ - _____

*Race (check one) African American Asian Caucasian Hispanic Indian Native American
(*Information provided used for FDLE background screen)

Mailing Address _____
(Street) (City) (Zip)

How long at this address _____ (If less than one year, please provide previous address.)

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

Home Phone: _____ Cell Phone: _____ Other Phone (specify): _____

E-mail: _____ **SAP#** _____

Applying for position as: _____ When available: _____

TEACHING INFORMATION

Currently teaching? Yes No If yes, what grade/subject? _____

Present school or work site _____ Phone Number _____

If no, when did you last hold a teaching position? _____

Florida Teacher's Certification Number: _____ Expiration Date _____
(Please attach a copy of your certificate to this application)

Areas of Certification (check all that apply): PreK-3 1-6 5-9 Subject: _____

6-12 Subject: _____ ESE, K-12 Speech/Language Impaired:

School Psychologist, K-12 Reading ESOL Other: _____



EDUCATIONAL DATA

Job Preparation (High School, College, Graduate School, or other significant training)

School/Location

Dates

Degree

Principal Field(s) of Specialization _____

Undergraduate Major _____ Graduate Major _____

EMPLOYMENT DATA

Give employment data as completely as possible, starting with present or most recent employer.

From/To	Name and Address of Employer	Position and Supervisor	Salary	Reason for Leaving

MEMBERSHIPS AND ACTIVITIES

Professional, Civic, Technical Organizations:

Positions of Leadership:

College Activities (Honorary, Social, Scholastic):

Outside Business Activities:

REFERENCES

(At least one reference must be an immediate supervisor)

Name	Complete Address (or courier route)	Business/Position	Phone Number

PERSONAL DATA

Have you ever been discharged by an employer? Yes No

If yes, explain _____

Have you ever been convicted of a crime? Yes No

If yes, explain _____

◆ **Effective September 1, 2005**, in accordance with the **Jessica Lunsford Act, Section 1012.465, Florida Statutes** now states, in part, that “... contractual personnel who are permitted access on schools’ grounds when students are present, who have direct contact with students, or who have access to or control of school funds must meet **Level 2** screening requirements as described in s. 1012.32, F.S. ...” Detailed information can be found on the Polk County Public Schools website www.polk-fl.net

- ▶ **1.** If you already have fingerprints on file with Polk County Public Schools, the processing fee for your LRC badge will be **\$5.00**. There is no need to schedule an appointment for additional fingerprints.
- ▶ **2.** All others will need to be screened. The charge for new fingerprints is **\$93.85** per badge. The **LRC will pay \$46.85** and *the tutor will pay \$47.00* which is due at the time of the interview/hiring. The **\$47.00 may be paid with cash, money order, check, credit card, or debit.**

The answers to the foregoing questions are true and correct to the best of my knowledge. I hereby give authorization to the Learning Resource Center of Polk County, Inc. to contact my past and present employer(s) and references listed above.

(Signature)

(Date)

Thank you for applying! Upon receipt, a Program Manager will contact you to schedule an interview. Please note that tutors receive wage compensation based on certification, education, experience, and expertise. Thank you for your interest in working with LRC. We look forward to working with you!

~LRC Staff~