



*Saint Dominic School  
250 Old Squan Road  
Brick, NJ 08724*

**APPLICATION FOR EMPLOYMENT**

Date: \_\_\_/\_\_\_/\_\_\_ Position(s) applying for: \_\_\_\_\_/For position as teacher of – (list subjects, and grade levels in order of preference: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
Number Street City State Zip Code

Phone No.:(\_\_\_\_) \_\_\_\_\_ Cell No.:(\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

Roman Catholic Parish \_\_\_\_\_

What job requirements, as listed in the job posting, can you fulfill? \_\_\_\_\_

If hired, can you provide proof that you are eligible to work in the United States? Yes No

Would you work: \_\_\_ Full-Time \_\_\_ Part-Time

Specify days and hours available: \_\_\_\_\_

If you are offered a job, on what date will you be available for work? \_\_\_\_\_

Have you previously been employed by or worked as a volunteer with any parish, Catholic school or church in the Diocese of Trenton or any other diocese in the State of New Jersey? If the answer is “yes”, then please provide the name of each and the dates of your employment/volunteerism there: \_\_\_\_\_

Have you previously applied for employment with any parish, Catholic school or church in the Diocese of Trenton or any other diocese in the State of New Jersey? If the answer is “yes”, then state when, where and for what position(s). \_\_\_\_\_

**Special Skills and Qualifications:**

- Do you hold a teacher certification issued by the NJDOE?  
\_\_\_\_\_
- If so, what type of certificate(s) do you hold ( C.E., C.E.A.S., Provisional, Standard)  
\_\_\_\_\_  
\_\_\_\_\_
- If applicable, in what subjects are you certified?  
\_\_\_\_\_  
\_\_\_\_\_
- Valid for which grade levels?  
\_\_\_\_\_  
\_\_\_\_\_
- At any time was your certification ever revoked or suspended? \_\_\_\_\_  
\_\_\_\_\_
- List activities you can teach, lead or coach: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**If dates of employment are referenced on your resume, you may skip this section.**  
**EMPLOYMENT EXPERIENCE**

Employer	Dates of Employment Starting - Ending	Job Title:  Use reverse side to describe primary duties
Address		
Supervisor's Name	Hourly Rate / Salary Starting - Ending	Reason for Leaving

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**REFERENCES:** Give two references, including especially (but not exclusively), superintendents and principals under whom you have taught, who have first-hand knowledge of your character, personality, scholarship, and teaching ability:

NAME

PHONE

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Give one reference who can comment about you as an individual who embodies Christian values:

\_\_\_\_\_

\_\_\_\_\_

Below you may state additional information which you believe may be helpful:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I believe that all of the above information is accurate and complete. I understand that any misrepresentation of facts in this application will constitute just cause for dismissal at the discretion of the employing school.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



*Saint Dominic School  
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Brick, NJ 08730s*

**ACKNOWLEDGEMENT**

If I am employed, in consideration thereof I agree to conform to the rules and regulations of Saint Dominic School. I recognize, understand, and agree that any compensation or benefits I receive from Saint Dominic School can be terminated and/or altered with or without cause and with or without notice, at any time, at the option of the Principal of Saint Dominic School. **Initial:** \_\_\_\_\_

I certify that answers given in this acknowledgement and the Employment Application are true and complete to the best of my knowledge. **Initial:** \_\_\_\_\_

I authorize investigation of all statements contained in this Employment Application as may be necessary in arriving at an employment decision. I authorize my prior employers and/or volunteer organization(s) to give you any and all information concerning my previous employment/volunteerism and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you. I also agree to permit Saint Dominic School to conduct substance abuse tests and any other background investigative procedures it deems appropriate with respect to my application and, in the event of hire, while employed. **Initial:** \_\_\_\_\_

I understand that I will only be considered an applicant of Saint Dominic School upon completing an application for a position for employment in response to a listed job opening. **Initial:** \_\_\_\_\_

In the event of employment, I understand that false, incomplete, or misleading information given on my resume, in my application, or in my interview(s) may result in discharge. **Initial:** \_\_\_\_\_

I understand that Saint Dominic School is bound by the canon law of the Roman Catholic Church, and as a result, certain employment positions must be restricted to members in good standing in the Roman Catholic faith. **Initial:** \_\_\_\_\_

**NOTHING ON THIS APPLICATION IS INTENDED TO CREATE OR IMPLY AN EMPLOYMENT RELATIONSHIP OR A CONTRACT FOR EMPLOYMENT. IF HIRED, THE EMPLOYEE UNDERSTANDS THAT THE EMPLOYMENT IS AT-WILL, THAT IT IS NOT FOR ANY SPECIFIC PERIOD OR DURATION AND CAN BE TERMINATED WITH OR WITHOUT REASON AT ANY TIME. WHILE EMPLOYMENT POLICIES OR PROCEDURES MAY CHANGE FROM TIME TO TIME AT THE PRINCIPAL'S OPTION. ONLY A WRITTEN AGREEMENT SIGNED BY THE PRINCIPAL OF SAINT DOMINIC SCHOOL CAN CHANGE THE EMPLOYEE'S AT-WILL STATUS.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date