

Robertson County Schools
Human Resources
P.O. Box 130, 2121 Woodland Street
Springfield, Tennessee 37172
Phone (615) 384-5588/Fax (615) 384-9749

Substitute Teacher Application

Name: _____
Last
First
Middle
Maiden

Address: _____
Street
City
State
Zip

Home Phone Number: (____) _____ Cell Phone Number: (____) _____

Social Security: _____ - _____ - _____ Days Available: (Circle) M Tu W Th F

Specific Areas: General Education _____ Special Education _____ Title I _____ Pre-K _____

Schools/Grades Preferred (Please check all that apply)

Elementary:	<input type="checkbox"/> Bransford	<input type="checkbox"/> Cheatham Park	<input type="checkbox"/> Coopertown	<input type="checkbox"/> East Robertson	<input type="checkbox"/> Greenbrier
	<input type="checkbox"/> Jo Byrns	<input type="checkbox"/> Krisle	<input type="checkbox"/> Watauga	<input type="checkbox"/> Westside	<input type="checkbox"/> Woodall
Middle:	<input type="checkbox"/> Coopertown	<input type="checkbox"/> East Robertson	<input type="checkbox"/> Greenbrier	<input type="checkbox"/> Jo Byrns	<input type="checkbox"/> Springfield
	<input type="checkbox"/> White House Heritage				
High School Level:	<input type="checkbox"/> East Robertson	<input type="checkbox"/> Greenbrier	<input type="checkbox"/> Jo Byrns	<input type="checkbox"/> Springfield	
	<input type="checkbox"/> White House Heritage				

Have you ever attended our substitute teacher in-service? Yes _____ No _____

Education	Name of School	Location	Years Attended	Date Graduated with a diploma	Degree Earned
*High School					
*College					
*College					

***Attach copy of diploma, degree, or transcripts to verify highest level of education.**

EXPERIENCE:

Substitute Teacher _____ County _____ Years _____

Certified Teacher _____ County _____ Years _____

Type of Certification/License _____ Years _____

Other _____

REFERENCE: Must be signed by a Robertson County School Principal (Required)

Print Name _____ Signature _____ School _____
(Principal only)

WORK REFERENCES

Name	Address/State	Job Title	Telephone Number
1.			
2.			
3.			

OTHER REFERENCES

Name	Address/State	Job Title	Telephone Number
1.			
2.			
3.			

Have you been convicted of a misdemeanor or a felony in any state of the United States? _____ Yes _____ No

Have you been dismissed from any previous employment for incompetency, inefficiency, neglect of duty, immoral or improper conduct, or insubordination? _____ Yes _____ No

Robertson County Schools maintains a drug-free workplace. The Director of Schools may require a drug test when such test is supported by reasonable suspicion, based on specific facts and reasonable inferences drawn from those facts in light of experience, that the employee has been under the influence of drugs, controlled substances, or alcohol on school property or during the workday.

My signature below authorizes Robertson County Schools to conduct a background investigation and authorizes release of information in connection with my application for employment. This investigation may include such information as criminal or civil convictions, previous employers and educational institutions, personal references, and other appropriate sources.

I waive my right of access to any such information, and without limitation hereby release Robertson County Schools and the reference source from any liability in connection with its release or use.

My signature also indicates that I understand and agree to the above statements. I understand that misrepresentation of any of the above statements may subject me to a fine, loss of an opportunity for employment, and loss of position if employed.

Signature: _____ **Date:** _____

The Robertson County School System does not discriminate on the basis of age, sex, race, color, creed, religion, national origin, or handicap in the operation of its educational programs and activities including employment practices.