

HR #: \_\_\_\_\_

### Tornillo Independent School District

PO Box 170 – 19200 Cobb Ave  
Tornillo, Texas 79853  
Phone (915) 765-3000  
Fax (915) 764-2120  
<http://www.tisd.us>



Full Name: \_\_\_\_\_  
Position(s): \_\_\_\_\_  
Application Date: \_\_\_\_\_

## Application for Employment

All policies regarding employment will be administered without regard to race, color, creed, religion, national origin, age, handicapping conditions, sex, or marital status. We are committed to equal opportunity for all applicants. The Tornillo Independent School District is required by Texas Education Code Chapter 22, Subchapter C to review the criminal history of applicants, employees, independent contractors, student teachers, and certain volunteers. I understand that information submitted in and with this application may be disclosed to a screening committee and/or an interviewing committee, which may include board members, administrators, other staff, and members of the community. I give my consent to this disclosure.

You are further notified that information gathered from your criminal history, including traffic violations, are reviewed and disclosed as part of our background check and may prohibit or disqualify you from obtaining or maintaining employment with the district. **IMPORTANT!**: Certain positions require you to become insured under the district's vehicle insurance policy. For these positions, failure to qualify for this insurance coverage will prohibit you from obtaining or maintaining employment with Tornillo ISD.

Street Address:	<input type="text"/>	Social Security	<input type="text"/>
City, State, Zip	<input type="text"/>	Driver's License	<input type="text"/>
Phone	<input type="text"/>	Alternate Phone	<input type="text"/>

Please list any relative you have on the Tornillo ISD board of Trustees.

## Employment Experience

Name of Employment	Location	Position	Dates	Reasons for Leaving

## Education and / or Professional Training

Give full and accurate data regarding your professional training and educational development. List your most recent schooling experience first. Please feel free to attach an additional sheet if your information exceeds the space provided.

Name of School – University	Location	Degree	Dates	Field of Study

## Professional and / or Personal References

Give at least 5 references, including your immediate supervisors at your last two positions. Please list those people who have first-hand knowledge of your work. Please feel free to attach an additional sheet if your information exceeds the space provided.

Name of Reference – District	Street	City, State, Zip	Phone	Position

## Other Pertinent Information

Please answer the questions below. Feel free to attach an additional sheet if your information exceeds the space provided.

1. List all of your professional certifications in Texas, in other states.

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2. List any extra-curricular activities that you can coach or direct.

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3. List any honors you have earned or any special skills you possess.

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4. In the space provided below please write a short essay using the topic, "Why I would be an asset to the Tornillo Independent School District." Please complete this in your own handwriting.

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I attest that the information that I have provided on this application is true to the best of my knowledge. I am aware that falsification of any of this information is grounds for immediate termination. My signature below is my express written notice that I grant Tornillo ISD the permission to interview in person or by phone, to check any references with complete confidentiality, and to conduct a criminal background check on me.

Signed \_\_\_\_\_

Date \_\_\_\_\_