



BOULDER ELEMENTARY

Administrator Application

PO Box 1346, Boulder MT 59632 Phone:(406)225-3316
Fax:(406)225-9218

Date of Application:_____ Position for which you are applying:_____

Are you currently under contract?:_____

PERSONAL DATA:

Name:_____

Address:_____

Business Address:_____

Phone:(____)_____ Message Phone:(____)_____ Email:_____

LICENSURE/CERTIFICATION:

Do you hold a Montana Certificate/License?_____ Folio Number:_____ Class:_____ Level:_____

Please list your Endorsements:

Number	Area		Number	Area

POST SECONDARY EDUCATION: *Please List most recent first.*

Attendance Dates	School/Location	Degree	Credits Earned	G.P.A.

EMPLOYMENT EXPERIENCE: *Please list your most recent administrative positions first.*

Employment Dates	School Name Address & Phone	Grades & Subjects Taught	SUPERVISORY		
			Administrative Staff	Certified Staff	Classified Staff

REFERENCES: *Please list three people you believe have the best insight about your administrative ability.*

Name	Phone	Address	Occupation

CHILD SAFETY:

Have you, within the past seven years, been released from prison or been convicted of any form of violence, such as assault, rape, child abuse, child molestation, extortion, blackmail, or any offense that involves drugs, embezzlement, fraud, stealing, or robbery? ____ If yes, please attach a separate sheet explaining the nature, place and date of the crime.

Do you consent to a fingerprint/background check as required by state and federal laws for employment in a school district? ____ Does OPI have your fingerprint/background check on file? ____ Initial here to indicate you understand, that if there is a cost involved in obtaining your fingerprint/background check, it will be deducted from your first paycheck: ____.

RELEASE OF LIABILITY

I hereby authorize Boulder Public Schools to inquire as to my record with any or all of my former and/or current employers or references with no liability arising there from. I thereby guarantee the above information is true. I understand misrepresentation or omission of facts called for is cause for dismissal.

Signature

Date

Supplemental Items Attached:

- Letter of Interest
- Transcripts
- Copy of Certificate/License
- Resume
- Placement File or at least three letters of reference
- Explanation Letter (if necessary)
- Response to Questions
 - #1-Why do you want this position?
 - #2-What is your leadership style?
 - #3-In what ways are you actively involved in your community?