



Commonwealth-Parkville School
P.O. Box 70177 San Juan, P.R. 00936-8177
(787) 765-4411 Fax: (787) 764-3809
Website: www.cpspr.org

Application for Employment

We appreciate your interest in Commonwealth-Parkville School. To assist us in giving your application the fullest consideration and as this form will serve as a permanent record of your qualifications, please complete this form in every detail. **Attach a copy of recent resume if one is available.**

Full Name _____ Availability _____

Address _____

Postal address (if different from above) _____

Telephone number _____ Cellular number _____

E-mail _____

EDUCATIONAL AND PROFESSIONAL TRAINING:

Name of College/University	Location	Dates of Attendance
	Major/Minor	Degree Granted
Name of College/University	Location	Dates of Attendance
	Major/Minor	Degree Granted
Name of College/University	Location	Dates of Attendance
	Major/Minor	Degree Granted

Please Note:

1. Applicants must arrange for all **official** college and university transcripts to be forwarded to Commonwealth-Parkville School, along with three references from past employers including if possible the most recent.
2. Documents submitted with the application are not returned to the applicant.
3. If you need additional information, attach a supplementary sheet. (Over please)

PREVIOUS EXPERIENCE:

Please list positions in reverse chronological order.

Dates	Institution	Address/Telephone	Supervisor	Position/Grades and subjects taught
a) _____	_____	_____	_____	_____
b) _____	_____	_____	_____	_____
c) _____	_____	_____	_____	_____

Languages spoken and degree of fluency _____

Teachers' Licenses and/or Teaching Certificates. **Please attach photocopies.**

POSITION FOR WHICH APPLICATION IS BEING MADE:

First Choice:

Position: _____ (Grade and/or Subject) _____
 Check one: ES (PPK-6th) MS (7th-8th) HS (9th-12th)

Second Choice:

Position: _____ (Grade and/or Subject) _____
 Check one: ES (PPK-6th) MS (7th-8th) HS (9th-12th)

I hereby agree to abide by all rules and regulations of Caribbean Consolidated Schools, Inc. if employed by it. I understand that any misleading or false information furnished herewith will render this application invalid and will be just cause for termination of employment.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release the company from all liability for any damage that may result from utilization of such information.

DATE:

SIGNATURE:

Commonwealth-Parkville School is an equal opportunity employer. CPS does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs. It admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school.