



Brighter Horizons Academy College Preparatory

3145 Medical Plaza Dr. Garland, Texas 75044
Phone: (972)675-2062 Email: hire@bhaprep.org

Employment Application

BHA is an equal employment opportunity employer and does not discriminate against applicants or employees because of race, color, national origin, sex, age, religion, membership in the uniformed services, or disability status of otherwise qualified individuals.

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

_____ City State ZIP Code

Phone: _____ Email _____

Date Available: _____ : _____ Desired Salary: \$ _____

Position Applied for: _____

- Teacher (PreK-KG) Teacher (Grade 1-3) Teacher (Grade 4-5) Teacher (Grade 6-8) Teacher (Secondary)
 - OPE Teacher Sports Coach Teacher Assistant School Nurse
 - College Guidance Counselor Student Guidance Counselor Librarian Other _____
- List preference for position and/or teaching subjects desired: _____

Are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when was the resignation Date? _____

Education

High School: _____ City, State: _____

Name all Colleges/Universities, Vocational/Trade Schools, Others	City, State	Major	Minor	Type of Degree Bachelor's /Master/ Doctorate	Date Earned mm/dd/yyyy

References

Please list four professional references. Applicants with teaching experience should include superintendents, principals, consultants and teachers as references. Beginning teacher applicants should include college instructors and public school supervisory teachers. Please do not list relatives.

Brighter Horizons Academy interprets the Open Records law to read as follows: (1) an applicant will not be given the opportunity to see written references or recommendations; (2) pre-employment references or recommendations will not be considered part of the employee's personnel file. Place an asterisk beside any reference not to be contacted at the present time and indicate the time that a contact can be made.

Full Name: _____ Position: _____
Company: _____ Phone: _____
Address: _____

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Address: _____

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Address: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO Full Time or Part Time? _____

Company: _____ Phone: _____
Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO Full Time or Part Time? _____

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO Full Time or Part Time? _____

Teaching Certification (If applying for teacher position)

Texas Provisional Texas Standard Renewable Texas Professional Texas 1 Year Permit Other State

Date Certification Tests Taken _____ Not Certified Have you obtained a Deficiency Plan?

Select Applicable Status:

Complete Texas Certification Out-of-State Complete Certification Seeking Alternative Certification

Applied for Texas Certification Applied for Out-of-State Certification Applied for Texas Certification

All Certification exams not completed as of this date

Have you obtained a Deficiency Plan? YES NO

Certification Area	Certificate Teaching Field(s)	Date Issued	Expiration Date	State Issued
Elementary/Secondary, All Level, etc				

Student Teaching Experience

School: _____ Date: _____

Address: _____ City, State: _____

Cooperating Teacher: _____ University Supervisor: _____ Principal: _____

Grade and/or Subject Taught: _____

From: _____ To: _____ Reason for Leaving: _____

Notes: _____

Teaching Experience

School: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO Full Time or Part Time? _____

School: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO Full Time or Part Time? _____

Miscellaneous Information

List any relatives who are either employed by BHA or members of the BHA Board of Directors and include family relationship.

Have you ever been convicted of a crime or received deferred adjudication, probation or other deferred ruling for any crime (excluding minor traffic violations)?

YES NO

If yes, provide complete details, including the date of conviction and incarceration. If any, and disposition, including any suspended sentence, fine, probation, deferred adjudication, or similar disposition. Conviction of a crime is not an absolute bar to employment. All relevant circumstances, such as how long ago the conviction occurred and the crime involved, will be considered in relation to specific job requirements. BHA conducts a criminal history check on all applicants for hire. Failure to fully disclose your criminal history, if any, will preclude further consideration of your application for employment.

Where did you learn about Brighter Horizons Academy?

- Internet Search Teacher Job Network BHA website Monster.com
 ISNA website Indeed.com Other _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

This application contains and authorization for BHA to fully investigate your suitability for employment and personal history by obtaining information from your previous employers and/or other knowledgeable persons as to their firsthand experiences with you, and also, when deemed necessary, by obtaining reports from credit bureaus, credit agencies, or other consumer reporting agencies. You are entitled upon you request in writing, to received a complete and accurate disclosure of the nature and scope of the investigation requested by BHA.

In connection with and in consideration of the undertaking of BHA to review this application for employment and to consider me for hire, I hereby release and acquit BHA and its employees and agents from any and all liability for damage of whatever kind or nature which may at any time result to me on account of compliance, or any attempts to comply, with this authorization. I further acknowledge and agree that this employment application is not a contract or a legal guarantee of permanent employment. If hired, I agree to comply with all rules, regulations, and operating procedures established by BHA.

Please sign below and return this form as part of the application for employment.

Signature: _____

Date: _____