# Faculty Employment Application

KCTCS is an Equal Opportunity/Affirmative Action Employer and has an affirmative duty to reasonably accommodate otherwise qualified individuals with a disability.

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		Date of App	plication:					
Name:								
	Last		First Middle		е	Preferred		
Address:	Number	Street	City		County	State	e Zip Code	
	Number	Sueer	City		Journey	Siale	zip Code	
Telephone:	ne: Last Four Digits of Social Security Number							
Email Addre	ess:							
Position App	olying For:			Salary [	Desired:			
	Preference: (pland faculty will be	ease indicate yo	our desired ass		vever colleç	ge need	ds will determine	
☐ Full-tim	☐ Full-time/Regular ☐ Part-time/Regular ☐ Temporary/Adjunct				djunct			
time your en	n and Trainin nployment applic icates must be s	cation is submitt	ed. However,	if interviewed	d, <u>official co</u>	llege tr		
Professional Licensure, Apprenticeship or other Certification			State or Licensing Authority			Expiration Date		
ticeship of other ocranication		Jon State	State of Electronity Additionary			-Aprilati	on Bate	
Credentials Name, Number & Street State, Zip Code for each in attended		or each institution	Dates Attended	71		redits arned	Degree or Credential(s) Obtained	
Certificate(s) Post- Secondary Diploma								
Associate								

Bachelor's Degree					
Graduate Degree					
Graduate Degree					
Membership in Honorary Societies, Scholarships held, or other recognitions received:					
Present Memberships in Professional Organizations:					
Research Or Publications:					

### STATEMENT OF TEACHING PHILOSOPHY:

In the space below, submit a statement of your instructional methodology regarding the role and responsibilities of an instructor. Faculty are expected to engage in on-going professional development and be computer literate with experience and willingness to incorporate and develop/offer online and web-enhanced curriculum as well as new technologies as they emerge. Attention should be given to the role of an instructor BOTH as a member of the college faculty and as a member of the discipline for which employment is sought.

In a brief paragraph, describe why you are applying for this position.

# **EMPLOYMENT HISTORY:** (Teaching & Related Experience and Non-Teaching Experience)

Starting with the **most recent** position, list below the names of ALL former employer(s) for the last 15 years. If you had more than one position with the same employer, list each separately. Include military service assignments and volunteer activities. Exclude volunteer activities or organizations, and/or statements, which indicate race, color, religion, sex, national origin, or disability. Continue on additional sheet if necessary.

Employment Data

Responsibilities and Accomplishments

Employment Data	Responsibilities and Accomplishments
(1) Employer	
Address	
Phone	
Job Title	
Full-Time Part-Time Hours Per Week:	
Dates Employed	
Final Hourly Rate/Salary \$ Hour ☐ Week☐ Month☐ Annual☐	
Supervisor	
Reason for Leaving:	
Employment Data (2) Employer	Responsibilities and Accomplishments
(2) Employ 3.	
Address	
Phone	
Job Title	
Full-Time Part-Time Hours Per Week:	
Dates Employed	
Final Hourly Rate/Salary	
\$ Hour Week Month Annual Supervisor	
Supervisor	
Reason for Leaving:	
Employment Data	Responsibilities and Accomplishments
(3) Employer	
Address	
Phone	
Job Title	
Full-Time Part-Time Hours Per Week:	
Dates Employed	
Final Hourly Rate/Salary	
\$ Hour Week Month Annual	
Supervisor	
Reason for Leaving:	

Employment Data	Responsibilities and Accomplishments
(4) Employer	
Address	
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Phone	
Job Title	
Full-Time  Part-Time  Hours Per Week:	
Dates Employed	
Final Hourly Rate/Salary	
\$ Hour Week Month Annual	
Supervisor	
Reason for Leaving:	
Employment Data (5) Employer	Responsibilities and Accomplishments
(3) Employer	
Address	
Phone	
Filone	
Job Title	
Full-Time Part-Time Hours Per Week:	
Dates Employed	
Final Hourly Rate/Salary \$ Hour Week Month Annual	
Supervisor	
Reason for Leaving:	
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Employment Data	Responsibilities and Accomplishments
(6) Employer	,
Address	
Address	
Phone	
Job Title	
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Full-Time	
Dates Employed	
Final Hourly Rate/Salary	
\$ Hour Week Month Annual	
Supervisor	
Reason for Leaving:	
1.000011 101 Louvilly.	

(7) Employer		Responsibilities	and Accomplishments	
Address				
Phone				
Job Title				
Full-Time  Part-Time  Hours	Per Week:			
Dates Employed				
Final Hourly Rate/Salary				
\$ Hour Week	Month Annual			
Supervisor				
Reason for Leaving:				
REFERENCES: (List three pro		not related to y	ou and who have knowledge of	
your experience and qualifications)				
Name	Addre	ess	Telephone	
FOR THE TYPE OF EMPLOYMENT STATE LAW REQUIRES A STATE AND MATICALLY SPINISH				
FOR THIS TYPE OF EMPLOYMENT, STATE LAW REQUIRES A STATE AND NATIONAL CRIMINAL HISTORY BACKGROUND CHECK AS A CONDITION OF EMPLOYMENT.				
HISTORY BACKGROUND CHECK				
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HISTORY BACKGROUND CHECK  Have you ever been convicted of a fe	AS A CONDITION O			
Have you ever been convicted of a fe	AS A CONDITION O	F EMPLOYMEN	т.	
	AS A CONDITION O	F EMPLOYMEN	т.	
Have you ever been convicted of a fe	AS A CONDITION O	F EMPLOYMEN	т.	
Have you ever been convicted of a fe	elony?  Yes	F EMPLOYMEN  No ete name at the ti	me:	
Have you ever been convicted of a feature of the least several properties of the least several	elony? Yes cation(s), and comple	No  t the Kentucky (e specific appro	me: Community and Technical College val of the Chancellor or KCTCS	
Have you ever been convicted of a fell of the second of th	elony? Yes cation(s), and comple marriage to work at division, we require most cases where	No  t the Kentucky (e specific approwe employ you a	me:  Community and Technical College val of the Chancellor or KCTCS and a person related to you by	
Have you ever been convicted of a feature of the least several properties of the least several	elony? Yes cation(s), and comple marriage to work at division, we require most cases where	No  t the Kentucky (e specific approwe employ you a	me:  Community and Technical College val of the Chancellor or KCTCS and a person related to you by	
Have you ever been convicted of a fell lf yes, please explain giving dates, low for employees related by blood or System in the same department or President as appropriate. Also, in	elony? Yes cation(s), and comple marriage to work a division, we require most cases where we	No  t the Kentucky (e specific approwe employ you a	me:  Community and Technical College val of the Chancellor or KCTCS and a person related to you by	
Have you ever been convicted of a fell figure of the second of the secon	elony? Yes cation(s), and comple marriage to work a division, we require most cases where we	No  t the Kentucky (e specific approwe employ you ary or line author)	me:  Community and Technical College val of the Chancellor or KCTCS and a person related to you by ity over the other.	
Have you ever been convicted of a fell of the self yes, please explain giving dates, look of the self yes, p	elony? Yes cation(s), and complete marriage to work at division, we require most cases where wean have supervisor by KCTCS?	No  t the Kentucky (e specific approwe employ you ary or line author)	me:  Community and Technical College val of the Chancellor or KCTCS and a person related to you by ity over the other.	

KRS 164.600(8) states that "no citizen member of the board of directors shall be a relative of any employee of the community college under its jurisdiction".

#### **AGREEMENT**

I CERTIFY THAT ALL ANSWERS TO THE QUESTIONS IN THIS APPLICATION ARE TRUE, AND I FURTHER UNDERSTAND THAT ANY FALSE STATEMENTS AND/OR OMISSION IN THIS APPLICATION WILL BE SUFFICIENT GROUNDS FOR REJECTION OF THE APPLICATION, OR TERMINATION OF EMLOYMENT WITHOUT NOTICE.

I AUTHORIZE THE KENTUCKY COMMUNITY AND TECHNICAL COLLEGE SYSTEM (KCTCS) TO MAKE ANY AND ALL NECESSARY AND APPROPRIATE INVESTIGATIONS TO VERIFY THE INFORMATION CONTAINED HEREIN, INCLUDING CRIMINAL RECORDS, EDUCATIONAL CREDENTIALS AND WORK EXPERIENCE CHECKS. REFERENCES OBTAINED ARE DONE SO IN CONFIDENCE AND I UNDERSTAND THAT MY RIGHTS TO REVIEW ANY REFERENCE MATERIAL IS WAIVED.

I ALSO UNDERSTAND THAT I WILL BE REQUIRED TO ENROLL AND PARTICIPATE IN AN APPROPRIATE KCTCS RETIREMENT PLAN IMMEDIATELY FROM POINT OF EMPLOYMENT IN A REGULAR STATUS POSITION – FAILURE TO DO SO SHALL RESULT IN TERMINATION OF EMPLOYMENT.

PRIOR TO EMPLOYMENT, I MUST PROVIDE INFORMATION RELATED TO IDENTITY AND EMPLOYABILITY. FAILURE TO PROVIDE APPROPRIATE DOCUMENTATION FOR VERIFICATION OF EMPLOYMENT ELIGIBILITY SHALL RESULT IN IMMEDIATE TERMINATION OF EMPLOYMENT AND/OR ANY OFFER OF EMPLOYMENT.

I ACKOWLEDGE THAT MY EMPLOYMENT MAY BE TERMINATED, AND ANY OFFER OF EMPLOYMENT, IF SUCH IS MADE, MAY BE WITHDRAWN, WITH OR WITHOUT CAUSE AND WITHOUT PRIOR NOTICE, AT ANY TIME, AT THE OPTION OF KCTCS OR MYSELF.

Signature of Applicant	-	Date

## **Applicant Voluntary Disclosure Statement**

Information obtained will not be part of your application or your official personnel records and will be kept separate and will be considered confidential.

Compliance with this request is consistent with Federal, State, and Kentucky Community and Technical College System (KCTCS) Equal Employment Opportunity/Affirmative Action Policies. Completion of this form is *voluntary*. However, your cooperation will enable KCTCS to meet its obligations under applicable regulations. Refusal to provide information will not subject you to adverse treatment.

In the event you do not complete this form, visual observation or other appropriate means will determine the requested information. For the purpose of this race/ethnic group/sex survey, an employee or applicant may be included in the group he or she appears to belong to, identifies with, or is regarded in the community as belonging to.

Name:	Date:
Last Four Digits of Social Security Number	Position Applied For:
Ethnic Background (Check appropriate space):	
Are you Hispanic or Latino?	
	Yes, I am Hispanic or Latino.  No, I am not Hispanic or Latino
What is your race? Select one or more.	
	American Indian or Alaska Native  Asian  Black or African American  Native Hawaiian or Other Pacific Islander  White
Gender	
Military Service Vietnam Era Veteran ☐ Yes ☐ No	0

Thank you for assisting KCTCS in its efforts to comply with applicable regulations and fulfill the goals of our equal employment practices and policies.