



Date of Application \_\_\_\_\_

**Non-discrimination Statement**

The Tennessee Education Association (TEA) is an equal opportunity employer. TEA will not discriminate against applicants or employees on the basis of race, color, religion, national origin, age, sex, pregnancy (including childbirth or related medical condition), disability, genetic information, sexual orientation, gender identity, military status, citizenship, creed, or any other class protected by applicable law.

**PLEASE TYPE OR PRINT**

Name \_\_\_\_\_  
Last First Middle Social Security No.

Current Address \_\_\_\_\_  
Street Apartment No.  
City State Zip

(Only provide previous address, if less than 10 years at current address)

Previous Address \_\_\_\_\_  
Street Apartment No.  
City State Zip

Telephone No. ( ) \_\_\_\_\_ Mobile Telephone No. ( ) \_\_\_\_\_

**Availability**

Position Applied For: \_\_\_\_\_

Full-Time \_\_\_\_\_ Part-Time \_\_\_\_\_

Specify Days and Hours for Which You Are Available:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Available to Begin Work: \_\_\_\_\_

Desired Salary: \_\_\_\_\_

Are you willing to relocate?  Yes  No

Are you willing to travel?  Yes  No

How were you referred to us? \_\_\_\_\_

Name of Referral Source \_\_\_\_\_

**Work Eligibility**

Are you legally authorized to work in the United States?  Yes  No

Are you at least 18 years of age?  Yes  No

If hired, TEA will require proof of eligibility to work in the United States, as required by law.



**Past Experience with TEA**

Have you ever previously applied with TEA?  Yes  No

If yes, specify the date(s): \_\_\_\_\_

Are you ever been previously employed by TEA?  Yes  No

If employed by TEA in the past, specify the date(s) and position(s) held:

\_\_\_\_\_

\_\_\_\_\_

**Ability to Perform Job Duties**

Are you able to perform the essential functions of the position or positions for which you are applying with or without a reasonable accommodation?

Yes  No

If you would like a list of job functions for the position(s) for which you have applied, please make a request for those to TEA's Business Office.

**Education**

Name of Institution	Number of Years Attended	Degree Earned, if any	Major

**Employment History**

Start with your most recent employer. If you need additional space, please continue on a separate sheet of paper.

1	Employer	Telephone (     )
	Address	Supervisor:
	Job Title	Duration of Employment:
	Duties Performed:	
2	Employer	Telephone (     )
	Address	Supervisor:



2	Job Title	Duration of Employment:
	Duties Performed:	
3	Employer	Telephone (     )
	Address	Supervisor:
	Job Title	Duration of Employment:
	Duties Performed:	

Have you ever been terminated from a job due to misconduct or other wrongdoing?

Yes    No

If yes, please explain:

\_\_\_\_\_

**United States Military Experience**

Please describe any job-related military training or experience in the United States Armed Forces:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Prior Names**

Is there information relative to your name, such as a name change or nickname used, that the company should know to conduct check on your employment history?

Yes    No

If yes, please indicate other name(s) used:

\_\_\_\_\_

**References:** Please list two individuals who are familiar with your work.

Name	Phone Number
1	
2	



**PLEASE READ CAREFULLY BEFORE SIGNING THIS STATEMENT**

I authorize TEA to investigate all statements in this application and to secure any appropriate information from all of my employers and references, except as I have otherwise indicated in this application. I hereby release all of those employers and references, and TEA from any and all liability arising from their giving or receiving information about my employment history, my academic credentials or qualifications, and my suitability for employment with TEA.

I understand that any offer of employment is contingent upon receipt of a satisfactory check of my academic credentials and employment references.

I further understand that any false or misleading statements or material omissions will be sufficient cause for rejection of my application or termination of my employment.

I understand that nothing in this employment application is intended to create an employment contract between TEA and me. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon TEA unless it is made in writing and signed by a TEA management official. I understand that if an employment relationship is established, I have the right to terminate my employment at any time for any reason. I also understand that TEA retains the right to terminate my employment at any time for any reason, consistent with applicable law and any bargained agreement.

I hereby acknowledge that I have read and understand this Applicant Statement.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**Smoke-Free Workplace Notice**

Smoking is prohibited in enclosed places of employment in Tennessee, including TEA's workspaces. For purposes of this prohibition, "smoking" means inhaling, exhaling, burning, or carrying any lighted cigar, pipe, or other lighted tobacco product in any manner or in any form.