

Shaping Educational Futures



LEARNING RESOURCE CENTER  
of Polk County, Inc.

**For Office Use Only:**

Hire Date: \_\_\_\_\_

Rate of Pay: \$ \_\_\_\_\_

References Rec'd: \_\_\_\_\_

Approval: \_\_\_\_\_

Background Screen

Sent: \_\_\_\_\_ Rec'd: \_\_\_\_\_

1628 South Florida Avenue ♦ Lakeland, FL ♦ 33803

Phone: 863.688.9477 ♦ Fax: 863.688.0248

[www.LRCpolk.com](http://www.LRCpolk.com)

Date \_\_\_\_\_

**APPLICATION FOR EMPLOYMENT**

Name \_\_\_\_\_  
(First) (Middle/Maiden) (Last) (Nickname)

\*Date of Birth \_\_\_\_\_ Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

\*Race (check one)  African American  Asian  Caucasian  Hispanic  Indian  Native American  
(\*Information provided used for FDLE background screen)

Mailing Address \_\_\_\_\_  
(Street) (City) (Zip)

How long at this address \_\_\_\_\_ (If less than one year, please provide previous address.)

Previous Address: \_\_\_\_\_  
(Street) (City) (Zip)

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Other Phone (specify): \_\_\_\_\_

**E-mail:** \_\_\_\_\_ **SAP#** \_\_\_\_\_

Applying for position as: \_\_\_\_\_ When available: \_\_\_\_\_

**TEACHING INFORMATION**

Currently teaching?  Yes  No If yes, what grade/subject? \_\_\_\_\_

Present school or work site \_\_\_\_\_ Phone Number \_\_\_\_\_

If no, when did you last hold a teaching position? \_\_\_\_\_

Florida Teacher's Certification Number: \_\_\_\_\_ Expiration Date \_\_\_\_\_  
(Please attach a copy of your certificate to this application)

Areas of Certification (check all that apply):  PreK-3  1-6  5-9 Subject: \_\_\_\_\_

6-12 Subject: \_\_\_\_\_  ESE, K-12  Speech/Language Impaired:

School Psychologist, K-12  Reading  ESOL  Other: \_\_\_\_\_



**EDUCATIONAL DATA**

**Job Preparation (High School, College, Graduate School, or other significant training)**

School/Location

Dates

Degree

---

---

---

---

---

Principal Field(s) of Specialization \_\_\_\_\_

Undergraduate Major \_\_\_\_\_ Graduate Major \_\_\_\_\_

**EMPLOYMENT DATA**

*Give employment data as completely as possible, starting with present or most recent employer.*

<b>From/To</b>	<b>Name and Address of Employer</b>	<b>Position and Supervisor</b>	<b>Salary</b>	<b>Reason for Leaving</b>

## MEMBERSHIPS AND ACTIVITIES

Professional, Civic, Technical Organizations:

Positions of Leadership:

College Activities (Honorary, Social, Scholastic):

Outside Business Activities:

## REFERENCES

*(At least one reference must be an immediate supervisor)*

Name	Complete Address (or courier route)	Business/Position	Phone Number

**PERSONAL DATA**

Have you ever been discharged by an employer?     Yes     No

**If yes, explain** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been convicted of a crime?     Yes     No

**If yes, explain** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

&    **Effective September 1, 2005**, in accordance with the **Jessica Lunsford Act, Section 1012,465, Florida Statutes** now states, in part, that "... contractual personnel who are permitted access on schools' grounds when students are present, who have direct contact with students, or who have access to or control of school funds must meet **Level 2** screening requirements as described in s. 1012.32, F.S. ..." Detailed information can be found on the Polk County Public Schools website [www.polk-fl.net](http://www.polk-fl.net)

&    **1.** Current Polk County School Board (PCSB) employees may use their current information on file. The LRC will pay for the LRC badge made from existing files. The LRC will need to make a copy of the current badge at the time of the interview.

&    **2.** All others will need to be screened. The charge for new fingerprints is \$81.25 per badge. The **LRC will pay \$41.25** and *the tutor will pay \$40.00* which is due at the time of the interview/hiring. *The \$40.00 may be paid with cash, money order, check, credit card, or debit.*

The answers to the foregoing questions are true and correct to the best of my knowledge. I hereby give authorization to the Learning Resource Center of Polk County, Inc. to contact my past and present employer(s) and references listed above.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

*Thank you for applying! Upon receipt, a Program Manager will contact you to schedule an interview. Please note that tutors receive wage compensation based on certification, education, experience, and expertise. Thank you for your interest in working with LRC. We look forward to working with you!*  
~LRC Staff~