

## Application for Employment

All applications must be submitted in person or via fax (202) 543-6594.

Please attach a resume and cover letter.

Name: \_\_\_\_\_

Position(s) Applying For: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Salary Range Expectations: \_\_\_\_\_

### General Questions

Are you legally entitled to work in the U.S? \_\_\_\_\_

Have you ever been convicted of any law violations other than minor traffic offenses? If yes, please explain on an attached page. \_\_\_\_\_

Are you currently employed? \_\_\_\_ If yes, may we contact your employer? \_\_\_\_\_

What date are you available to begin work? \_\_\_\_\_

Are you applying for a full-time or part-time position? \_\_\_\_\_

If part-time please list the hours and days you are interested in working.

\_\_\_\_\_.

How did you hear about the position?

\_\_\_\_\_

\_\_\_\_\_

Do you know anyone on the staff or associated with KIPP DC: KEY Academy?

\_\_\_\_\_

\_\_\_\_\_

Why do you want to work at KIPP DC: KEY Academy?

Our school has longer hours and high expectations for all teachers, staff and administration. What in your past has prepared you for a position at KIPP DC: KEY Academy?