



GENESEE INTERMEDIATE SCHOOL DISTRICT
 Office of Education and Learning
 2413 W. Maple Ave.
 Flint, Michigan 48507

ESL Tutor Employment Application

Please complete all areas of application. Include a brief resume and return to:

Genesee Intermediate School District
ATTN. ESL Program
2413 W. Maple Ave.
Flint, MI 48507
Fax: 810-591-4420

Tutor Salary: Highly Qualified (60 college credits/degree) tutors \$12.50 per hour, \$14.00 for groups of 2+ students.
 Non-Highly Qualified tutors \$11.00 per hour, \$12.50 for groups of 2+ students.

GENERAL INFORMATION:

Date _____

Name _____
 (Last) (First) (Middle)

Home Phone _____

Alternate Phone _____

Address _____
 (Number) (Street) (City) (State) (Zip Code)

Email Address _____

Language(s) spoken: 1st Language: _____ 2nd Language: _____
 Other: _____

Fluency: (Beginning, Interm., Advanced) _____ # years spoken: _____

Date you are available to start _____

What days and hours are you able to tutor? _____

What Grade Level(s) do you wish to tutor? _____

EDUCATION:

Name and Location of Graduating High School	Years Attended	Date of Graduation	Course of Study

Name of College or University	Years Attended	Hours Earned	Degree Earned	Date of Degree	Major	Minor

Are you currently a student? _____ Yes _____ No

If so, where? _____

CERTIFICATION: (not necessary for employment)

Valid Michigan Teacher Certificate? _____ Yes _____ No

Level of Certification: _____

What areas are you certified to teach? _____

Endorsement(s) (list all): _____

What experience do you have working with students? _____

EMPLOYMENT RECORD:

List previous employment experiences; begin with your current or most recent employer. Information must be complete.

Dates	Name and Address of Employer	Position	Salary	Reason for Leaving

Are you currently employed? _____ Yes _____ No

If so, where? _____

REFERENCES:

Name up to three (3) persons not related to you who can provide information about your work performance.

Name	Address	Telephone	Years Acquainted

Have you ever been convicted of a crime? _____ Yes _____ No

Are any felony charges pending against you? _____ Yes _____ No

I hereby consent that my current or former employer(s) may release information to the Genesee Intermediate School District. I authorize investigation of all statements contained in an provided with this application.

Criminal Records: I understand that the Genesee Intermediate School District is required by Public Act 99 of 1992 and Public Act 83 of 1995 to conduct a criminal history check. If I am offered a position, I will fulfill the requirements for completion of a criminal records check through Michigan State Police and the FBI, and agree to be fingerprinted.

Unprofessional Conduct: I understand that the Genesee Intermediate School District is required by Public Act 189 of 1996 to contact my current or former employer to inquire about any acts of unprofessional conduct. I understand that if I fail to sign the attached release form or provide accurate past employer name and address information, my application for employment will not be considered.

An offer of employment is conditional subject to review of all information I provide, the report from the criminal records check and fingerprinting. I understand that misrepresentation or omission of facts called for is cause for dismissal. If hired, I agree that I will work the schedules agreed upon with the schools I am assigned, and follow all building procedures.

Please submit a copy of your resume with application.

Signature of Applicant _____ Date _____

**Authorization and Waiver for Release of Information Pertaining to Unprofessional Conduct
(Public Act 189 of 1996 of the Michigan Revised School Code, MCL 380.1230b)**

As an applicant for a position at the Genesee Intermediate School District, I authorize that my current or former employer may disclose any act of unprofessional conduct and make available to Genesee Intermediate School District any and all employment records. Unprofessional conduct is defined in the school code as "one or more acts of misconduct; one or more acts of immorality, moral turpitude or inappropriate behavior involving a minor; or commission of a crime involving a minor."

In addition, I release my current or former employer from all liability for providing information described in this authorization. Finally, I waive the right to receive written notice in accordance with the Bullard-Plawecki Employee Right-to-Know Act from my current or former employer for the disclosure of the information described in this authorization to Genesee ISD.

I understand and agree that if I refuse to sign this Authorization and Waiver for Release of Information pertaining to unprofessional conduct on my part in my current or former employment, Genesee ISD is prohibited by law from hiring me.

Please print the following information.

Name of Applicant _____

Current/Former Employer: _____

Address _____

City _____ State _____ Zip Code _____

Contact Person Name _____ Telephone _____

Position Held _____

Employed From (Date) _____ to _____

Reason for Leaving _____

Are you currently under contract or have an employment agreement with another school district?
_____ Yes _____ No

If yes, please indicate the school district name _____

Signature of Applicant _____ Date _____

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Office Use Only:

Interviewed by _____ Date _____

Candidate Selected? _____ Yes _____ No

If no, list explanation: _____

Grade Level(s) assigned _____

District(s) assigned: _____

Background Check records sent to: _____

