



If you are currently engaged in a program of higher education, what is your present status?

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When do you anticipate earning your next degree?

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**TEACHING, PROFESSIONAL, OR BUSINESS EXPERIENCE:** Provide a complete history of current and previous employment, starting with present and working back. Include, in appropriate sequence, periods of unemployment. Identify part-time positions. Attach a supplementary resume, if available, describing the duties and responsibilities of each position listed.

Dates Employed From/To	Name , Address & Phone Number of Employer	Exact Title of Position and Description of Work	Annual Salary	Name of Supervisor or Department Head

List subject areas and levels in which you consider yourself qualified to teach at a community college. (A Master's degree with 18 graduate semester hours in the teaching discipline is required to teach college level courses.)

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**LICENSES AND CERTIFICATES:** List those currently valid such as Professional Engineer, Registered Architect, Land Surveyor, Certified Public Accountant, Registered Nurse, Certified Engineering Technician, Dental Hygienist, etc.

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List honorary and professional societies of which you are an active member. Indicate offices held.

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List all honors and awards which you have received.

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List published articles and books. Also include research projects you have designed and implemented.

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### PROFESSIONAL GOALS

What are your long-range professional goals?

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In what way do you expect that the position for which you are applying will contribute to the attainment of these goals?

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**REFERENCES:** List names, addresses, and phone numbers of instructors under whom you have had the major portion of your graduate training and persons under whom you have worked, including your most recent employer.

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_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

PLEASE ANSWER QUESTIONS 1 - 2 BY CHECKING THE APPROPRIATE RESPONSE:

- 1. May inquiry be made of your present employer? YES \_\_\_ NO \_\_\_
- 2. Have you ever been convicted of a misdemeanor\* or a felony? YES \_\_\_ NO \_\_\_

\*Do not list information concerning conviction for a misdemeanor that occurred more than five years ago, unless you were imprisoned for that offense.

**Pre-Employment Statement**

Once employed by Dyersburg State Community College, all application materials become public record and are therefore subject to inspection upon request by any citizen of Tennessee.

**Any employee of Dyersburg State Community College who is not a U.S. citizen must be authorized to work in the United States and will provide the required documentation to complete an Employment Verification Form I-9 on the first day of employment.**

I voluntarily give Dyersburg State Community College the right to make a thorough investigation of my past employment and activities, agree to cooperate in such investigation, and release from liability all persons, companies, institutions, or corporations supplying such information.

**I further understand that any false answers or statements made by me on this application or any supplement thereto, or in connection with the above mentioned investigations, will be sufficient grounds for immediate discharge.**

**Applicant's Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

# DYERSBURG STATE COMMUNITY COLLEGE

## VOLUNTARY INFORMATION

You have recently made application for a position at Dyersburg State Community College. We consider all applicants for positions without regard to race, color, religion, sex, national origin, citizenship, age, mental or physical disabilities, veteran/reserve/national guard or any other similarly protected status. We also comply with all applicable laws governing employment practices and do not discriminate on the basis of any unlawful criteria.

This form is to be completed by applicant on a voluntary basis. It is not for interview purposes and is to be filed separately from application.

In an effort to comply with requirements regarding government recordkeeping, reporting, and other legal obligations which may apply, we invite you to complete this applicant data survey. Providing this information is **STRICTLY VOLUNTARY**. Failure to provide it will not subject you to any adverse personnel decision or action. Your cooperation is appreciated.

Please be advised that this survey is not a part of your official application for employment. It will not be used in any hiring decision. The information will be used and kept confidential in accordance with applicable laws and regulations.

Position(s) applied for \_\_\_\_\_ Date \_\_\_\_\_

Where did you learn of this position? \_\_\_\_\_

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

Date of Birth: \_\_\_\_\_

Sex:  Male  Female

1. Do you consider yourself to be Hispanic/Latino/Spanish Origin?

Yes

No

2. In addition, select one or more of the following racial categories to describe yourself:

Alaskan Native

American Indian

Asian

Black

Hawaiian/Pacific Islander

White

**YOUR COOPERATION IS GREATLY APPRECIATED**

**THANK YOU FOR TAKING TIME TO COMPLETE THIS FORM**

**DYERSBURG STATE COMMUNITY COLLEGE IS AN AFFIRMATIVE ACTION, ADA, EQUAL**

**OPPORTUNITY EMPLOYER.**

**EO-4**