

# DDESS SUBSTITUTE TEACHER OR TRAINING INSTRUCTOR APPLICATION FORM

Please complete all sections. Your application package must include a copy of your official transcript(s). Please include front and back copies of transcript(s). Transcript(s) must be in English.

## PERSONAL INFORMATION

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

Last

First

Middle

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

Street

City

State

Zip

Current Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Are you a U.S. Citizen? Yes \_\_\_\_\_ No \_\_\_\_\_

## EDUCATION

Name of High School: \_\_\_\_\_ Year Graduated or GED Earned: \_\_\_\_\_

Highest Degree Received: \_\_\_\_\_ Date of Award: \_\_\_\_\_

*(Associate's, Bachelor's, Master's, etc.)*

If no degree was awarded, total number of semester hours earned: \_\_\_\_\_

Name of College/University: \_\_\_\_\_ Location (City, State): \_\_\_\_\_

## LAST EMPLOYMENT INFORMATION

Dates of Employment: \_\_\_\_\_ Position Title: \_\_\_\_\_

Employer: \_\_\_\_\_ Hours Worked Per Week: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ Supervisor's Phone: \_\_\_\_\_

## COMPLEX PREFERENCE

Mark the complex where you are willing and able to immediately work. The location you select is where you will be assigned to upon your appointment into the position.

### GEORGIA/ALABAMA DISTRICT:

\_\_\_\_\_ Fort Benning \_\_\_\_\_ Fort Rucker \_\_\_\_\_ Maxwell AFB

### KENTUCKY DISTRICT:

\_\_\_\_\_ Fort Campbell \_\_\_\_\_ Fort Knox

### NORTH CAROLINA DISTRICT:

\_\_\_\_\_ Fort Bragg \_\_\_\_\_ Camp Lejeune

### SOUTH CAROLINA/FORT STEWART/DODDS-CUBA DISTRICT:

\_\_\_\_\_ Fort Stewart \_\_\_\_\_ Fort Jackson \_\_\_\_\_ Laurel Bay \_\_\_\_\_ Guantanamo Bay, Cuba

### VIRGINIA/NEW YORK/PUERTO RICO DISTRICT:

\_\_\_\_\_ West Point \_\_\_\_\_ Quantico \_\_\_\_\_ Dahlgren \_\_\_\_\_ Antilles, Puerto Rico \_\_\_\_\_ Ramey, Puerto Rico

I hereby certify that all statements in this application are true, complete and correct. I understand that any willful omission or falsification of material facts in this application will constitute sufficient reason for my immediate termination from Federal service.

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

**In order for your application to be reviewed and processed, you must follow the instructions in the Substitute Teacher/Training Instructor vacancy announcement for the district in which you are wishing to work on where to send your application package.**