



4301 Third Street, Tillamook, OR 97141 * (503) 842-8222 * www.TillamookBay.CC

COMMUNITY EDUCATION INSTRUCTOR APPLICATION

Position Applying For: (Please type or print)

Date:

Last Name

First Name

Middle Initial

Social Security Number:

Address:

Home Phone:

Work Phone:

City

State

Zip

Email:

Have you worked for TBCC before?

No Yes (when?)

Have you applied to TBCC before?

No Yes (when?)

Have you ever worked or attended schools under any other name? If so, what name?

No Yes

Have you ever been convicted of crime? yes No If yes, attach a statement giving a full explanation. (Exclude those cases contained within an expunged juvenile record and minor traffic violations.) Conviction does not necessarily disqualify you from further consideration or employment. The college will request a criminal offender check on all applicants for some positions, including those that involve work with minors, driving, and security relation positions.

Which terms are you available to teach? Fall Winter Spring Summer

Proposed Community Education Class(es).

1. Describe, in detail, your education and/or experience that forms the basis of your knowledge in the subject area of the proposed community education class(es). Include the number of years involved in each instance.

2. List memberships in professional organizations, clubs and/or associations applicable to the subject area of the proposed community education class(es). Include years of membership in each instance.

3. Describe your previous teaching experience (include trainer experience in the military, workplace, volunteer positions and/or service organizations; teaching assistant positions are also applicable). Include the number of years involved in each instance.

Are you bi-lingual? No Yes
 If Yes, what language(s)? _____

LIST THREE REFERENCES FAMILIAR WITH YOUR EXPERTISE IN THE SUBJECT AREA			
Name		Phone	
Address			
City	State	Zip	
Name		Phone	
Address			
City	State	Zip	
Name		Phone	
Address			
City	State	Zip	

Affirmative Action: It is the policy of the Board of Education of Tillamook Bay Community College that no one shall be excluded from participation, denied benefits, or be subjected to discrimination or harassment in any activity of the college community because of race, religion, color, sex, national origin, political affiliation, marital status, parental status, veteran status, disability, age or sexual orientation.

I certify that all answers and statements I have made on this application (and resume or other supplementary materials) are true and complete without omissions. I understand that any false information will be grounds for refusal to hire or for immediate discharge if I am employed. I authorize Tillamook Bay Community College to make any necessary and appropriate investigations to verify the information contained herein.

Today's Date: _____

Signature of Applicant: _____

Date Available: _____

Return Completed Application To: Human Resources
 Tillamook Bay Community College
 4301 Third Street
 Tillamook, OR 97141
 (503) 842-8222 Ext 1000



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AUTHORIZATION TO RELEASE INFORMATION

As an applicant for a position with Tillamook Bay Community College, I hereby authorize current and past employers and education institutions to release information about my work and educational history to use to determine my qualifications for this position.

The following *marked* information may **NOT** be released:

Current or Past Employer(s):

- Salary History
- Dates of Employment
- Positions Held
- Attendance Record
- Demonstrated Skills and Abilities
- Performance of Job Duties and Responsibilities
- Reason for Leaving
- Eligibility for Rehire

Educational Institutions:

- Years of Attendance
- Degree Obtained
- Transcripts

Name (please print)

Social Security #

Signature

Date

AFFIRMATIVE ACTION - NON DISCRIMINATION

Your answers are strictly voluntary and will help in carrying out our affirmative action program. If you choose not to answer any of the items, you will not be affected in any way, except that your name will not be considered as an affirmative action applicant.

NAME: _____

DATE: _____

POSITION APPLYING FOR: _____

SEX <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	RACE/ETHNIC - FOR DEFINITIONS, SEE BELOW <input type="checkbox"/> (A) <input type="checkbox"/> (B) <input type="checkbox"/> (H) <input type="checkbox"/> (I) <input type="checkbox"/> (W)
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RACE/ETHNIC CATEGORIES

- (A) Asian or Pacific Island: All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. The area includes, for example, china, Japan, Korea, the Philippine Islands and Samoa.
- (B) Black/African - American (not of Hispanic Origin): All persons having origins in any of the black racial groups.
- (H) Hispanic: All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
- (I) American Indian or Alaskan Native: All person having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.
- (W) White (not of Hispanic origin): All persons having origin in any of the original peoples of Europe, North Africa, or the Middle East.

Equal Employment Opportunity Employer

All qualified persons will be considered for employment without regard to race, color, religion, sex, national origin, age, disability, or any other non-merit factor.

If you are disabled and hired, the college will make available reasonable accommodation for your disability if necessary to perform the essential duties of the job.

Tillamook Bay Community College is in compliance with the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226).

DO NOT SUBMIT THIS SHEET WITH YOUR APPLICATION

Please return in a separate envelope to: Affirmative Action Officer
Tillamook Bay Community College
4301 Third Street,
Tillamook, OR 97141