

**APPLICATION FOR EMPLOYMENT
EAST CENTRAL COMMUNITY COLLEGE**

P. O. Box 129
Decatur, MS 39327
Toll Free: 1-877-GO-2-ECCC
Website: www.eccc.edu

This application and its attachments will become a part of the files of East Central Community College and will not be returned. *East Central Community College is an "E-Verifier" employer.*

Date _____ Social Security No. (last 4 digits only) _____

Name in full _____
(last) (first) (middle)

Present Address _____ Phone _____
(street & no.) (city) (state) (zip)

Permanent Address _____ Phone _____
(street & no.) (city) (state) (zip)

U.S. Citizen? _____ If no, do you have the legal right to remain in the U.S.? _____

List the type(s) of position(s) desired in the order of preference: _____

Salary expected _____

Why do you wish to leave your present position? (Not applicable for students or adjunct faculty)

When would you be available for a position? _____

Pre-college educational level completed (circle)

1	2	3	4	5	6	7	8	9	10	11	12
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Record of enrollment in post-secondary institutions (chronological order)

INSTITUTION	YEAR ATTENDED		GRADUATION		SUBJECTS				
	FROM	TO	YEAR	DEGREE	MAJOR		MINOR		
					NAME	HOURS	NAME	HOURS	GPA

East Central Community College does not discriminate on the basis of race, color, religion, national origin, sex, age, or qualified disability in its educational programs and activities, employment practices, or admissions processes. The following persons have been designated to handle inquiries regarding the non-discrimination policies of East Central Community College:

Inquiries regarding compliance with Title VI, ADEA, and Title IX are coordinated by Dr. Teresa Mackey, Vice President for Instruction, Walter Arno Vincent Administration Building, Room 171, Post Office Box 129, Decatur, MS 39327, Phone: 601-635-6202, Fax: 601-635-4011, tmackey@eccc.edu.

Inquiries regarding compliance with Section 504 and ADA are coordinated by Dr. Randall Lee, Vice President of Student Services, Eddie M. Smith Union, Room 201, Post Office Box 129, Decatur, MS 39327, Phone: 601-635-6375, Fax: 601-635-3247, rlee@eccc.edu.

Teaching experience (do not include student teaching):

NAME AND ADDRESS OF SCHOOL	YEARS		SUBJECT MATTER AND GRADE LEVEL TAUGHT	NAME OF ADMINISTRATOR
	FROM	TO		

Experience other than teaching (including military service):

EMPLOYER AND ADDRESS	YEARS		DUTIES PERFORMED	NAME OF SUPERVISOR
	FROM	TO		

List any honors, awards, or other recognition which should be considered in relation to the position for which you are applying.

Leadership and service _____

Academic _____

Have you had any previous criminal or license actions on record? Yes _____ No _____ Any pending hearings? _____ Have you ever been convicted of a felony? Yes _____ No _____

If "Yes" to questions above, please explain.

References: List three references including the immediate supervisor in your most recent position of employment. If chosen as a finalist, we reserve the right to contact your current employer.

Name	Position	Address	Telephone	Fax

Each applicant for a professional position will be requested to submit official transcripts of all college work completed. At such time as a vacancy occurs each candidate should also submit copies of any confidential files held by placement bureaus and request three current letters of recommendation for the specific position for which the candidate is applying.

Any falsifying of information provided on this application will be grounds for immediate termination and/or non-consideration for the employment.

Signature of Applicant _____

Date _____