



EMPLOYMENT APPLICATION
Faculty and Professional Staff Positions
OFFICE OF HUMAN RESOURCES • 1401 S. COLLEGE AVE. • LEVELLAND, TEXAS 79336

GENERAL INSTRUCTIONS

We appreciate your interest in South Plains College. Please attach your resume and complete the application in its entirety so that we can fully evaluate your qualifications. **Please type or print legibly.** Attach supplementary sheets with additional information if allotted space is not sufficient. Official transcripts of all college work must be submitted. South Plains College is an equal opportunity/affirmative action employer. We will not discriminate on the basis of race, color, national origin, religion, gender, age, or disability. Information provided on this application will not be used for discriminatory purposes. **Submit all required employment information to the Office of Human Resources, South Plains College, 1401 S. College Ave., Levelland, TX 79336.**

PERSONAL DATA

Name _____
(Last) (First) (Middle) (Previous) (Social Security No.)

Address _____
(Street) (City) (State, Zip) (Phone Number)

Position applying for: _____

Are you applying for: Full Time Part Time Either Legally eligible for employment in the U.S.? Yes No

If employed, would you be willing to work evenings as part of your regular employment? Yes No

If employed, would you be willing to work evenings and travel to out-of-town meetings/seminars as part of your regular employment?
 Yes No

If employed, would you be willing to work both on campus and at the off-campus locations as part of your regular employment?
 Yes No

Have you ever been previously employed with South Plains College? Yes No

If yes, when? _____ What position? _____

Are you related in any way to a South Plains College Board of Regent Member or employee? Yes No

If yes, indicate their name and relationship to you. _____

Have you ever been convicted of a felony? Yes No (Conviction will not necessarily disqualify an applicant from employment). If yes, please describe conditions on a separate sheet.

MILITARY SERVICE

ACTIVE COMPONENTS

Branch of Service _____ Rank _____

Duties and Special Training _____

_____ If still serving, project date of Separation _____

RESERVE COMPONENTS

Branch of Service _____ Rank _____

Duties and Special Training _____

EDUCATION AND PROFESSIONAL TRAINING

	Name and Location of School or College	Diploma, Certificate or Degree	Major Area(s)	Sem. Hrs.	Minor Area(s)	Sem. Hrs.	Overall GPA
High School/GED							
College							
Other							

Graduate hours earned above last degree _____ Major Areas _____

List any professional certificates or licenses which you hold _____

PROFESSIONAL EDUCATIONAL / ADMINISTRATIVE EXPERIENCE

List all positions held for the last **TEN** years.

Complete all applicable data. Do not refer to resume. List most recent experience first.

EMPLOYER'S NAME AND ADDRESS	DATES FROM TO		TITLE, DUTIES
	ANNUAL SALARY BEGINNING ENDING		
SUPERVISOR:			REASON FOR LEAVING:

Total months of work experience in occupational field for which application is made. Full Time _____ Part Time _____

May we contact this employer? Yes No

EMPLOYER'S NAME AND ADDRESS	DATES FROM TO		TITLE, DUTIES
	ANNUAL SALARY BEGINNING ENDING		
SUPERVISOR:			REASON FOR LEAVING:

Total months of work experience in occupational field for which application is made. Full Time _____ Part Time _____

May we contact this employer? Yes No

EMPLOYER'S NAME AND ADDRESS	DATES FROM TO		TITLE, DUTIES
	ANNUAL SALARY BEGINNING ENDING		
SUPERVISOR:			REASON FOR LEAVING:

Total months of work experience in occupational field for which application is made. Full Time _____ Part Time _____

May we contact this employer? Yes No

PROFESSIONAL ORGANIZATIONS AND OTHER ACTIVITIES

List current professional memberships _____

List professional committee memberships _____

List publications _____

List social organizations and/or community activities _____

Hobbies _____

Outside business activities _____

RELATED EDUCATIONAL INFORMATION

To be completed by FACULTY Applicants ONLY.

What experience have you had in co-curricular activities such as student publications, club sponsor, etc.? _____

Would you be willing to sponsor student activities? Yes No What type? _____

Would you be willing to serve as an academic advisor? Yes No

What is your general attitude about student services and student activities as they relate to the academic program?

EDUCATIONAL PHILOSOPHY AND EXPERIENCES

To be completed by FACULTY Applicants ONLY.

On a separate sheet, attach a brief and concise summary of your views on the following:

1. Your philosophy and definition of academic freedom.
2. Faculty and administrator evaluation - by whom, how and upon what criteria.
3. Professional development.
4. Your educational philosophy, especially as it relates to community colleges.

