

Applications are kept on file six months. If another position that interests you opens during those six months, contact human resources to activate your application.

Lofton

I. Please answer all questions completely. The more information you provide about your qualifications, abilities and experience, the better we will be able to process your application. If you need help to complete this application, please request assistance from a member of the human resources staff. We will be pleased to assist you. If additional space is needed in any section, please attach (a) separate sheet(s).

DEC - 5 2011

Name (Last, First, Middle) Lofton, Laura Ann		Social Security Number 398-66-0837	
Address (Street or Box Number) 1650 Plum Creek Rd.		City & State Sioux City, IA	Zip Code 51103
Home Phone 414-526-7357		Business Phone	

Position(s) for which application is made: *Adjunct Elementary Art Instructor; ESL Instructor; Adult Education Classroom/Teacher Aide*

What type of employment are you most interested in? (Check all that apply)

- | | | | |
|---|---|--|---|
| <input checked="" type="checkbox"/> Regular | <input checked="" type="checkbox"/> Part-time hours | <input checked="" type="checkbox"/> Day hours | <input checked="" type="checkbox"/> Faculty |
| <input checked="" type="checkbox"/> Temporary | Hours available _____ | <input checked="" type="checkbox"/> Night hours | <input checked="" type="checkbox"/> Professional/Managerial |
| <input checked="" type="checkbox"/> Summer only | <input checked="" type="checkbox"/> Year-round employment | <input checked="" type="checkbox"/> Weekends | <input checked="" type="checkbox"/> Non-faculty |
| <input checked="" type="checkbox"/> Full-time | <input checked="" type="checkbox"/> Nine/ten months a year employment | <input checked="" type="checkbox"/> Executive/Administrative | <input checked="" type="checkbox"/> Office Technology |
| | | | <input checked="" type="checkbox"/> Custodial/Maintenance |

GENERAL INFORMATION

- How did you receive notification of this position?
 - Newspaper advertisement - Paper name _____
 - Placement Bureau Friend or Relative Other Source _____
- Were you ever previously employed by Northeast? Yes No
(If yes, please note position(s) and dates) _____
From _____ (Mo./Yr.) To _____ (Mo./Yr.)
- Have you ever previously applied for employment at Northeast? Yes No
(If yes, please note position(s) and dates) _____
- Do you hold any specific licenses or certificates which are applicable to the position?
 Yes No (If yes, please list) *WI Teaching license #550 K-12 Art*
- Are you legally able to work in the United States? Yes No
- Are there any restrictions on employment from an immigration status? Yes No
(If yes, please note those restrictions in detail) _____
- Have you been convicted of a felony in the last seven (7) years? Yes No (Such conviction may be relevant if job-related, but does not necessarily bar you from employment consideration.)

EDUCATION

II. PLEASE SUBMIT A COPY OF YOUR MOST RECENT TRANSCRIPT; an official transcript is required upon employment. A resume, if available, is helpful. Other credentials may be requested.

Name of School, College or University	Location (City & State)	List Completed Degree/Diploma	# of Years Attended
High School or where GED Received Kewaskum High School	Kewaskum, WI	H.S. Diploma	4
1. College or University University of Wisconsin-Milwaukee	Milwaukee, WI	BFA	5
2. National-Louis University	Chicago, IL	M. Ed.	4
3. Cardinal Stritch University	Milwaukee, WI	none	1
4.			
1. Other Education			
2.			

Please check last year of school completed: 9 10 11 12 1 2 3 4 1 2 3 4

III. EMPLOYMENT EXPERIENCE

In the appropriate areas in this section indicate in full your employment experience, listing the items from present position back to first full-time employment. Leave no gaps from the present back to high school graduation in your record of administrative, teaching, research, professional, business, trade, governmental, military service, or voluntary experience. (If you need additional space, please attach a separate sheet.)

Most Recent

Recent

Employer Milwaukee Public Schools	From (Mo./Yr.) 2/2000	To (Mo./Yr.) 6/2011	Job Title Art Teacher	<input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time
Street Address 5225 W. Uliet St.			Duties/Responsibilities Teach art grades K-12; Supervise and	
City/State/Zip Code Milwaukee, WI 53			mentor student-teachers	
Type of Business or Educational Institution Public School District			Reason for Leaving Family moved to Sioux City	
Supervisor's Name, Phone & Fax Number Kim Abler, 414-475-8051				

Current

Employer South Sioux City Schools	From (Mo./Yr.) 8/2011	To (Mo./Yr.) Present	Job Title Substitute Teacher	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time
Street Address			Duties/Responsibilities Teach all levels day-to-day as needed;	
City/State/Zip Code South Sioux City, NE			Teach long-term ESL	
Type of Business or Educational Institution Public School			Reason for Leaving I am looking for a more permanent position,	
Supervisor's Name, Phone & Fax Number Supervisor varies.				

Employer	From (Mo./Yr.)	To (Mo./Yr.)	Job Title	<input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time
Street Address			Duties/Responsibilities	
City/State/Zip Code				
Type of Business or Educational Institution			Reason for Leaving	
Supervisor's Name, Phone & Fax Number				

Employer	From (Mo./Yr.)	To (Mo./Yr.)	Job Title	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time
Street Address			Duties/Responsibilities	
City/State/Zip Code				
Type of Business or Educational Institution			Reason for Leaving	
Supervisor's Name, Phone & Fax Number				

Employer	From (Mo./Yr.)	To (Mo./Yr.)	Job Title	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time
Street Address			Duties/Responsibilities	
City/State/Zip Code				
Type of Business or Educational Institution			Reason for Leaving	
Supervisor's Name, Phone & Fax Number				

IV. List professional, trade, business, or civic activities and offices held. You may exclude membership which would reveal race, gender, religion, national or ethnic origin, military veteran status, political affiliation, marital status, age, or disability.

Girl Scout Leader; Mary Kay Independent Beauty Consultant;
Church Member + Volunteer

V. In ink in your own handwriting, indicate why you are interested in this position and why you believe you are qualified.

I love teaching art! I can't wait to share my passion and skill with others. I really enjoyed working with and mentoring student-teachers and colleagues. I have 11 years of teaching and people skills that I am so excited to share!

VI. CHARACTER/PERSONAL REFERENCES: List three (3) individuals who are not related to you and who have definite knowledge of your qualifications and fitness for the position for which you are applying.

Full Name <u>Nancy Mitchel</u>	Home Address	Phone
Business or Occupation <u>Senior Lecturer/Director of Field Placements</u> <u>University of WI-Milwaukee</u>	Business Address <u>P.O. Box 413, Milwaukee, WI 53211</u>	Phone <u>(262)297-9598</u>

Full Name <u>Kim Abler</u>	Home Address	Phone
Business or Occupation <u>Art Curriculum Specialist</u> <u>Milwaukee Public Schools</u>	Business Address <u>5225 W. Vliet St, Milw., WI 53208</u>	Phone <u>414-425-8051</u>

Full Name <u>Janine Cano Graber</u>	Home Address	Phone
Business or Occupation <u>Principal - Lincoln Ave. School</u>	Business Address <u>1817 W. Lincoln Ave., Milw., WI 53215</u>	Phone <u>414-902-9705</u>

IF YOU ARE PRESENTLY EMPLOYED, MAY WE CONTACT YOUR EMPLOYER? Yes No

COMMENTS Thank you for considering my application. Additional References are included with my resume.

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

I understand that nothing contained in this employment application or in the granting of an interview is intended to create an employment contract between Northeast Community College and myself for either employment or for the providing of any benefit. I understand that no oral conversations are promises or guarantees regarding employment and that no such "promise" or "guarantee" is binding upon Northeast Community College.

By my signature affixed below, I certify that the information I have provided is true and correct and that no attempt has been made to conceal pertinent information. If any information given by me in this application is found to be false or is an attempt on my behalf to mislead, I will be subject to dismissal at any time during my period of employment.

11/29/2011
Date

Laura A. Johnson
Signature (use ink)

VIII. All correspondence concerning the position should be directed to:

Human Resources
 Northeast Community College
 801 East Benjamin Avenue, P.O. Box 469
 Norfolk, NE 68702-0469