

**NATAKI TALIBAH SCHOOLHOUSE**  
**20755 GREENFIELD RD. SUITE 908**  
**SOUTHFIELD, MI 48075**  
**T: (248) 423-1300 F: (248) 423-1111**

Dear Applicant,

Thank you for your interest in Nataki Educational Services. Enclosed you will find an application for a position with Nataki Talibah Schoolhouse of Detroit. Please see that this application and all additional forms are mailed or faxed to the address below. We will contact you if your qualifications match the position you are seeking.

Thank you,

Carmen A. N'Namdi  
Chief Educational Officer  
Nataki Talibah Schoolhouse

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Position applying for: \_\_\_\_\_

This application must be completed with all necessary and relevant information. Below is a list of documentation that must be provided with this application.

Please print legibly.

Supporting Documentation:

1. Copies of any degrees and/or certificates awarded in MI or in other states
2. Résumé
3. Two letters of recommendation that relate to your recent professional experiences

**SECTION 1: PERSONAL INFORMATION**

**CONTACT INFORMATION**

<b>Last Name:</b>	<b>First Name:</b>	<b>Middle Name:</b>
<b>Mailing Address:</b>	<b>City, State</b>	<b>Zip Code:</b>
<b>Work Phone:</b>	<b>Home or Cell Phone:</b>	<b>Preferred Email:</b>

Please check **Yes** or **No** to the following questions

- Are you legally authorized to work in the U.S.? Yes No
- Have you ever been discharged or asked to resign from a position? Yes No  
 If yes, please attach a separate document detailing the circumstance.
- Have you ever been convicted of a felony? Yes No  
 If yes, please attach a separate document detailing the circumstance.
- Are you currently on probation? Yes No
- Have you previously worked for Nataki Talibah Schoolhouse of Detroit? Yes No  
 If yes: Previous Occupation \_\_\_\_\_ Time Period: \_\_\_\_\_
- Have you ever been accused in a child abuse or neglect report? Yes No

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SECTION 1: PERSONAL INFORMATION (cont.)

Please answer the following questions:

- What is your native/primary language? \_\_\_\_\_
- Please list any additional languages in which you are fluent? \_\_\_\_\_
- If you are affiliated with any professional organizations please indicate: \_\_\_\_\_

SECTION 2: EDUCATION

Bachelor's Degree Earned:

Degree:	Year Degree Earned:
College/University:	Major/Concentration:
Location:	

Graduate Degree Earned:

Degree:	Year Degree Earned:
College/University :	Major/Concentration:
Location:	

Additional Degrees Earned:

Degree:	Year Degree Earned:
College/University:	Major/Concentration:
Location:	

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SECTION 2: EDUCATION (cont.)

Degrees in Progress:

Degree Anticipated:	College/University:
Year of Completion:	Major/Concentration:
# of Credits Completed:	Total # of Credits in Program:

SECTION THREE: PROFESSIONAL EXPERIENCE

PLEASE BEGIN WITH MOST RECENT PROFESSIONAL EXPERIENCE

Company:	Position:
Address:	Number of Years in this Position:
Responsibilities:	

Company:	Position:
Address:	Number of Years in this Position:
Responsibilities:	

Company:	Position:
Address:	Number of Years in this Position:
Responsibilities:	

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**SECTION FOUR: REFERENCES**

Please list three references all of which are related to your professional career:

Employer:	Address:
Company:	Phone:
	Email:

Employer:	Address:
Company:	Phone:
	Email:

Employer:	Address:
Company:	Phone:
	Email:

**SECTION FIVE: ADDITIONAL INFORMATION**

How did you learn about this position?    NTSD Website    Colleague    Conference

Online Job Listing    NTS Publication    NTSD Publication   Other: \_\_\_\_\_

Previous Salary/Compensation \_\_\_\_\_