



# High Plains Regional Education Cooperative

101 North Second Street  
 Raton, New Mexico 87740  
 575.445.7090 Fax: 575.445.7663  
 Visit: [www.hprec.com](http://www.hprec.com)

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**Application** Please complete this form in its entirety in order to be seriously considered. Typewritten preferred or create your own using this format.

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**POSITION OF INTEREST:** \_\_\_\_\_

**APPLICANT INFORMATION:**

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Last Name First Name Middle Initial

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Home Address City/State/Zip Code Home Telephone

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Email Address Cellular Telephone

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Current Position Current Employer Current Salary

**PROFESSIONAL EXPERIENCE (Please list in reverse chronological order):**

Position	District/State	Dates of Employment (Month/Year to Month/Year)	Reason for Leaving

**EDUCATION (Please list in reverse chronological order):**

College/University	Major	Degree & Year

**CERTIFICATION/LICENSURE (Please indicate the state certificates you currently hold):**

Field	State

**REFERENCES (Please list the names of five (5) individuals and current contact information)**

Name	Position	Address	Telephone

**The application process will be completed only when we have received all of the following documents:**

- A detailed letter in which you clearly describe your qualifications and interest in the position;
- A current, detailed resume which includes a summary of achievements;
- This completed application form;
- A minimum of three (3) recent letters of recommendation either incorporated in your college/university credential file or sent directly to HPREC;
- Official copies of transcripts from all colleges/universities you have attended;
- National Provider Identifier number (as applicable); and
  
- Copies of New Mexico state license(s)-New Mexico Public Education Department and/or New Mexico Regulation and Licensing Department (as applicable) **OR**
- Confirmation of application(s) for New Mexico state license(s)-New Mexico Public Education Department and/or New Mexico Regulation and Licensing Department (as applicable)

<http://www.ped.state.nm.us/div/ais/lic/index.html>.

<http://www.rld.state.nm.us/>

**A BACKGROUND CHECK AND FINGERPRINTING ARE REQUIRED BY THE STATE OF NEW MEXICO. INFORMATION CAN BE FOUND AT <http://ped.state.nm.us/ped/LicFingerprinting.html>.**

**Please send all materials to:**

High Plains Regional Education Cooperative  
Attn: Gary Gabriele  
101 North Second Street  
Raton, New Mexico 87740

I hereby acknowledge and affirm that the information completed above is factual:

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature