

# SAUQUOIT VALLEY CENTRAL SCHOOL DISTRICT

2601 Oneida Street, Sauquoit, NY 13456

8/10/2007

## APPLICATION FOR POSITION AS:

Position(s) Desired (In Order of Preference)

1. \_\_\_\_\_

2. \_\_\_\_\_

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

(Note: This document expires one year from date of application).

## EMPLOYMENT APPLICATION

### PERSONAL DATA:

Name: \_\_\_\_\_ Permanent Address: \_\_\_\_\_  
(Last) (First) (Middle) \_\_\_\_\_  
(If different than current address)

Current Address: \_\_\_\_\_ Current Phone: \_\_\_\_\_  
(Street) (P.O. Box - Apartment #)  
(City) (State) (Zip Code)

U.S. Citizen: \_\_\_Yes\_\_\_No Social Security No. (Optional): \_\_\_\_\_ Teacher Retirement System No.: \_\_\_\_\_  
Employee's Retirement System No.: \_\_\_\_\_

### PLEASE COMPLETE ALL ITEMS ON THIS APPLICATION FORM:

Are you able to perform the tasks of the position for which you are applying with \_\_\_ or without \_\_\_ accommodation?

If accommodations are necessary please list: \_\_\_\_\_

Have you received a High School Diploma? Yes \_\_\_ No \_\_\_

If yes, name and location of High School: \_\_\_\_\_

If you have a high school equivalency diploma, indicate issuing governmental agency and number:

Agency: \_\_\_\_\_ Number: \_\_\_\_\_

**REFERENCES**

(Please list references who would have knowledge of your qualifications for position)

NAME	ADDRESS & PHONE NO.	POSITION

List name and address of agency from which your placement folder may be obtained. Official transcripts will be due upon appointment to a position.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PROFESSIONAL/WORK EXPERIENCE** (Please list most recent first. List all positions held)

NAME OF SCHOOL	ADDRESS & PHONE NO.	SUBJECT AND/OR GRADE	IMMEDIATE SUPERVISOR	FROM	TO	REASON FOR LEAVING

Have you ever received tenure? \_\_\_\_\_ If yes, in what subject area? \_\_\_\_\_

**EDUCATION** (Please list most recent first)

NAME & ADDRESS OF COLLEGES AND GRADUATE SCHOOLS ATTENDED	FROM	TO	MAJOR	DEGREE (OR SEMESTER HOURS)

**STUDENT TEACHING OR INTERNSHIP EXPERIENCE**

NAME OF SCHOOL	ADDRESS	SUBJECT AND/OR GRADE	IMMEDIATE SUPERVISOR	FROM	TO

List any activities or other additional experience that you care to furnish which might improve your candidacy.

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**CERTIFICATION INFORMATION**

AREA/GRADE LEVEL(S)	TYPE (INITIAL, PROFESSIONAL)	ISSUING STATE	DATE RECEIVED	VALID UNTIL	CERTIFICATE NUMBER

**OTHER WORK EXPERIENCE (List all positions held)**

NAME OF EMPLOYER	ADDRESS & PHONE NO.	POSITION AND NATURE OF WORK	FROM	TO	REASON FOR LEAVING

**MILITARY SERVICE**

BRANCH	RANK	DUTIES	DATES	TYPE OF DISCHARGE

List here any extra-curricular activities for which you would be willing to serve as coach or advisor.

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Have you ever been convicted of a misdemeanor or felony? Yes \_\_\_ No \_\_\_ (A conviction will not necessarily disqualify an applicant from employment).

If Yes, please list each conviction, giving date, crime(s) and court, and explain:

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Have you ever been convicted of a crime involving sexual offense or offenses related to endangering the welfare of a child? Yes \_\_\_ No \_\_\_

Has an investigation been conducted or pending at the time of separation from prior employment? Yes \_\_\_ No \_\_\_

Are you now, or have you ever been, affiliated with a group which advocates a belief in opposition to the Constitution of the United States? Yes \_\_\_ No \_\_\_

Do you illegally use drugs? Yes \_\_\_ No \_\_\_

I hereby affirm that the information provided on this application (and accompanying resume, if any) is true and complete to the best of my knowledge. I acknowledge that any falsified information or significant omissions may disqualify me from further consideration for employment and may be considered justification for dismissal if discovered at a later date.

I understand that I am not guaranteed employment by completing this application.

I authorize a thorough investigation of my past employment and activities, agree to cooperate in such investigation and release from all liability or responsibility all persons and institutions requesting or supplying such information.

\_\_\_\_\_  
(Applicant's Signature)

\_\_\_\_\_  
(Date)

The Sauquoit Valley Central School District declares that it will not discriminate on the basis of sex, race, religion, age, national origin, qualified disability, marital status or any other human difference with regard to employment conditions of staff, opportunities and programs offered to students, the district's relationship with the public, establishment of educational programs and services, access to facilities, programs and services and with individuals with whom the district does business.

The district will not accept walk-in applications from any individual. Only applications received through U.S. mail or other courier services will be accepted.

Any individual who feels that he or she has been discriminated against may inform the Superintendent of Schools for further information, including grievance/complaint procedures available.

Please use the space below to briefly describe your strengths and weaknesses. State your reasons for desiring this position and your concept of the job.

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**FOR OFFICE USE ONLY**

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

Disposition: \_\_\_\_\_

By: \_\_\_\_\_

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