

Edmeston Central School
P.O. Box 5129
Edmeston, NY 13335
Telephone (607)965-8931

Application for Employment

The School District does not discriminate in employment or in the education programs and activities which it operates on the basis of sex, sexual orientation, age, ethnicity, religion, race, or handicap in violation of Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, or § 504 of the Rehabilitation Act of 1973 and the New York State Human Rights Law.

POSITION PREFERENCE

POSITION APPLYING FOR: _____ DATE OF APPLICATION: _____
TYPE OF EMPLOYMENT: _____ Full-time _____ Part-time _____ Substitute _____ Temporary _____ Summer
ARE YOU WILLING TO BE A SUBSTITUTE? _____

PERSONAL INFORMATION

NAME: _____ SOC. SEC.# _____
PERMANENT ADDRESS: _____ HOME PHONE: () _____
_____ WORK PHONE: () _____
_____ CELL PHONE: () _____
TEMPORARY ADDRESS: _____
_____ DATES TEMPORARY ADDRESS
_____ APPLICABLE: _____

CERTIFICATION/PROFESSIONAL LICENSE

I hold the **New York State** Teaching/Administrative Certificate(s) described below: (provide copy)

Permanent ___ Provisional ___ Certificate of Qualification _____

Permanent ___ Provisional ___ Certificate of Qualification _____

If you do not have a New York State Teaching Certificate, have you applied for one? Yes ___ No ___

Other licenses held: type and issuing authority _____ Exp. Date: _____
(provide copies)

TENURE STATUS

Were you ever appointed to tenure in a public school district or Board of Cooperative Educational Services in New York State? ___ Yes ___ No If yes, complete:

Tenure Area _____ Date Tenure Granted: _____

Name and address of school where tenure was granted: _____

EDUCATION

Name and Location of School	Major/Minor	Did you Graduate?
High School		
_____ / _____ / _____		

Name and Location of School	Dates attended	Sem. Hrs.	Major/Minor	Degree
College (Undergraduate)				
_____ / _____ / _____ / _____ / _____				

College (Graduate)	Dates attended	Sem. Hrs.	Major/Minor	Degree
_____ / _____ / _____ / _____ / _____				

Vocational/Technical/Trade _____ / _____ / _____ / _____ / _____

It is the applicant's responsibility to have official college transcripts, placement folder, and copy of certification forwarded to the personnel office.

STUDENT TEACHING

Dates	Name and Location of School	Subject/Grade Level	Cooperating Teacher
1.	_____		
2.	_____		

OTHER INFORMATION

Have you ever been released or asked to resign from an employment position? Yes No If yes, please explain: _____

Have you ever been convicted of a criminal violation, excluding minor traffic offenses? Yes No If yes, please explain: _____

Have you ever served in the U.S. Armed Forces? Yes No Branch _____

Were you dishonorably discharged from the U.S. Armed Forces? Yes No If yes, please explain: _____

Are you legally eligible for employment in this country? Yes No
(Upon employment you will be asked to produce two original forms of identification.)

EMPLOYMENT HISTORY

Begin with most recent. Indicate name worked under if different.

EMPLOYER	TELEPHONE	DATES EMPLOYED FROM TO	SALARY
ADDRESS		FULL-TIME ___ PART TIME ___%	
JOB TITLE		SUMMARIZE THE NATURE OF THE WORK PERFORMED AND JOB RESPONSIBILITIES	
IMMEDIATE SUPERVISOR, TITLE & TELEPHONE			
REASON FOR LEAVING			
MAY WE CONTACT FOR REFERENCE? []Yes []No []Later			

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REASON FOR LEAVING			
MAY WE CONTACT FOR REFERENCE? []Yes []No []Later			

REFERENCES

List three individuals having personal knowledge of your professional training, ability, experience and personal character. Include the name, address, and telephone number of your last administrator whom we may contact for a personal or professional reference.

Name	Position	Address & Telephone No.
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

PERSONAL STATEMENT

Give any additional information which you think might be of value in considering you for a position, (e.g., Avocations, Foreign Languages Spoken, Coaching Experience, Travel, Volunteer Work, etc.):

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I further acknowledge that any falsification or omission will be sufficient cause for disqualification or dismissal, if employed, regardless of when discovered.

I give the Employer the right to investigate all references and to secure additional information about me, if job related. I hereby release from liability the Employer and its representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.

The Employer is an equal opportunity employer. The employer does not discriminate in employment and no question on this application is used for the purpose of limiting or excluding any applicant's consideration for employment on a basis prohibited by local, state or federal law.

This application is current for one year. At the conclusion of this time, if I have not heard from the Employer and still wish to be considered for employment, it will be necessary for me to fill out a new application.

Signature of Applicant: _____ Date: ___/___/___