

Date Received: _____

EMPLOYMENT APPLICATION

Board of Education

City School District of the City of Fulton

"Helping students to become responsible, resourceful, respectful and productive citizens"

PERSONAL INFORMATION

Name _____
Last First Middle

Present Mailing Address _____ Phone () _____
_____ Zip _____ Business () _____

Previous Two Mailing Addresses (1) _____ Zip _____
(2) _____ Zip _____

E-mail Address _____ Social Security Number _____ - _____ - _____

Drivers License # _____ State of Issue: _____

Are you a U.S. citizen? Yes No

If no, have you filed a declaration of intention to become a U.S. citizen? Yes No

Have you ever been terminated from employment or volunteer service? Yes No

If yes, please explain _____

Have you ever been convicted of a crime (other than a traffic violation)? Yes No

If yes, please explain _____

Do you have relatives working for the Fulton City School District? Yes No

Please list _____

POSITION PREFERENCE

Teaching *Substitute Teaching*

Non-teaching

Subject(s) _____

Position Desired: _____

Administrative/Other Professional

Full-time Part-time

Position Desired _____

Building Preference: _____

EDUCATIONAL BACKGROUND

<i>Name & Location</i>	<i>Major Subjects</i>		
<i>High School</i> _____	Graduate <input type="checkbox"/> Yes <input type="checkbox"/> No		
	Highest Grade Completed _____		
	GED <input type="checkbox"/> Yes		
<i>Name & Location</i>	<i>Major Subjects</i>	<i>Degree</i>	<i>Semester Hrs.</i>
Undergraduate _____	_____	_____	_____
College _____	_____	_____	_____
Undergraduate _____	_____	_____	_____
or _____	_____	_____	_____
Graduate _____	_____	_____	_____
College _____	_____	_____	_____

WORK EXPERIENCE (Please list most recent employment first.)

For teaching applicants, please include student teaching if done within the last three years.

Dates Employed <i>(from - to)</i>	Employer's Name & Address	Position <small>(top line)</small> Wage <small>(top line)</small>	Reason for Leaving
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____

OTHER SKILLS OR TRAINING

Summarize other job-related skills or training you have acquired. _____

U.S. MILITARY SERVICE

Branch _____ Years Served: From _____ To _____ Highest Rank _____

Position _____ Type of Discharge _____

Are you an active member of a National Guard or Reserve Unit? Yes No

NOTE—Complete page 3 only if you are applying for a teaching, administrative or other position requiring a license or certificate, otherwise please continue on to page 4.

CERTIFICATION

I hold the New York State Teaching or Administrative Certificate(s) described below (copy exact wording from certificate). Please enclose a copy.

Certificate Type (Prov., Perm., other)	Certificate/License Number	Certification/License Area	Date Issued
_____	_____	_____	_____
_____	_____	_____	_____

If holding a certificate from another state, please identify _____

Other licenses held (type and issuing authority) _____

If you do not hold a current N.Y.S. Certificate, but are pursuing certification please include copies of correspondence leading to a certificate, such as the following:

- ✓ *Written verification from your school that qualifications for certification have been met*
- ✓ *Passing scores from LAST and ATS-W examinations or dates you will be taking exams*
- ✓ *Date the application for certificate was submitted to NYSED*
- ✓ *Certificate of completion for Identifying and Reporting Child Abuse and Maltreatment Workshop*

TENURE STATUS

Were you appointed to tenure in a public school district in New York State? Yes No

Tenure Area _____ Effective Date _____

Were you dismissed from the school district conferring tenure pursuant to Education Law Sec. 3020-a?
Yes No

WRITTEN STATEMENT

Please submit a statement of no more than 200 words on a separate piece of paper which will help the district better understand your professional aspirations or philosophy of education.

REFERENCES

List three individuals having personal knowledge of your professional training, ability, experience and personal character. Include the name, address and telephone number of each to contact for personal or professional reference.

Name	Position	Address	Phone #
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

May we refer to your present employer(s)? Yes No

ACTIVITIES & MEMBERSHIPS

Please include professional and scholastic organizations, but exclude any organization which might indicate the race, creed, color or national origin of its members.

Describe any additional information or comments you feel would be useful in evaluating your application. (e.g., avocations, foreign languages spoken, coaching experience or interests, community or volunteer work)

INDEMNIFICATION & AFFIRMATION

I understand that the school district will be making an extensive inquiry regarding my background and experience and I hereby release from any liability anyone giving information regarding me, whether specified in my application or not, so long as the information given is relevant to the duties for which I have applied. I understand that information gathered, in part or whole, may be shared with members of the school district involved in the employment process. I further understand that all information gathered by you regarding my application will be the property of the school district and will not be released to me unless required by a federal or state statutes or regulation.

I hereby affirm under penalty of perjury that the information set forth in this application is true and complete to the best of my knowledge and belief, I understand that falsification or omission of information requested on this application is sufficient cause for disqualification of my application, or, if employed, for dismissal.

Signature of Applicant _____
Date

Please submit application and related correspondence to:

Personnel Office
Fulton City School District
167 South Fourth Street
Fulton, NY 13069

Phone: (315) 593-5537 Fax: (315) 593-9206

The Fulton City School District does not discriminate in employment or in its educational programs and activities against qualified individuals with disabilities, nor on the basis of age, gender, race, color, religion or national origin.