



Schuylerville Central School District

# Application for Employment

Teaching & Administration

⋮  
⋮  
⋮  
⋮  
⋮  
⋮  
⋮

<i>Subject Area</i>	Areas of Interest [list by preference]	<i>Grade Level</i>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

### Personal Information

Name \_\_\_\_\_  
*First*                      *Middle*                      *Last*

Present Address \_\_\_\_\_

Telephone # \_\_\_\_\_

Permanent Address \_\_\_\_\_

Telephone # \_\_\_\_\_                      Social Security # \_\_\_\_\_

Are you a citizen of the United States?     Yes                       No

Amount of working time lost due to absence in the last two years: \_\_\_\_\_

Reason for absence: \_\_\_\_\_

Were you ever convicted of a crime or offense against the law within the last five years?  
 Yes                       No                      If yes, fully explain, omitting minor traffic violations.

\_\_\_\_\_

\_\_\_\_\_

### Certification Information

List all valid New York State teaching or administrative certificates you presently hold.

<i>Subject Area/Grade Level</i>	<i>Certificate #</i>	<i>Type [Perm./Prov.]</i>	<i>Date of Exp.</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

If you presently hold certification in other states, please list:  
 \_\_\_\_\_

Are you a member of:

New York State Teachers Retirement System:                      Retirement # \_\_\_\_\_

Other System \_\_\_\_\_:                      Retirement # \_\_\_\_\_

## Educational Preparation

*Name & Location  
of School*

*Dates  
Attended*

*Nature  
of Studies*

*Diploma or  
Degree*

*Date  
Granted*

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High School

Major    Minor

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College (Undergraduate)\*

Major    Minor

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Have you taken work that has resulted  
in the conferring of an advanced degree?  
If so, summarize.\*

Major Specialization/  
Number of Credits

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Graduate work taken beyond  
the highest degree earned\*

Indicate Major Concentrations  
If Possible, Number of Credits

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\* A transcript of all college work may be requested.

**Scholastic Honors/Professional Achievements:**

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List college placement office, address and phone number where your confidential record may be obtained.

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### Educational Experience

Please list more recent FULL TIME teaching experiences first (do not include per diem substitute experience). If fewer than three years of regular FULL TIME teaching experience, include student teaching and indicate as such.

<i>School District</i> Name/Address/Phone/Supervisor	<i>From/To</i> Mo/Yr/Mo/Yr	<i>Position Held</i> Subject Area/ Grade Level/Last Salary	<i>Tenure</i> <i>Granted?</i>	<i>Reason for</i> <i>Leaving</i>

### Other Professional Experiences

(Business, Trades, Summer Occupations, Publications, Lecturing)

<i>Dates</i>	<i>Firm or</i> <i>Institution</i>	<i>Nature of</i> <i>Work</i>	<i>Full-Time</i> <i>Employ</i>	<i>Evenings/Weekends/</i> <i>Summers/Vacations, etc.</i>

*United States Armed Service Record:*

Branch of Service \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Highest Rank \_\_\_\_\_ Type of Discharge \_\_\_\_\_

*The Schuylerville Central School District does not discriminate in its employment practices because of race, color, religion, sex, national origin or handicap.*

## References

(Give names of those who have closely observed your work as a teacher or as a student. Do not include letters of reference. In the case of experienced teachers or supervisors, present and former superintendents, principals and other supervisors are preferred. Beginning teachers, please include the names of practice teaching supervisors.)

<i>Name</i>	<i>Present Address City &amp; Zip Code</i>	<i>Area Code &amp; Telephone No.</i>	<i>Position</i>	<i>May We Contact Him/Her?</i>

If you are currently teaching, why do you wish to leave your present position?

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Were you previously employed by this district? \_\_\_\_\_

Have you applied for a position in this district previously? \_\_\_\_\_

If so, when and for what position? \_\_\_\_\_

Have you ever been discharged from a school position? \_\_\_\_\_

If so, state reason(s) \_\_\_\_\_  
 \_\_\_\_\_

## Related Professional Experiences and Interests

What sports do you feel competent to coach? \_\_\_\_\_

What foreign language(s) do you speak or read? \_\_\_\_\_

Describe any special hobbies or skills that may be pertinent. \_\_\_\_\_

What clubs or extracurricular activities can you supervise or sponsor? \_\_\_\_\_  
 \_\_\_\_\_

I authorize investigation and verification of all statements contained in this application for employment. It is agreed that any misrepresentation or omission of pertinent facts may be considered cause for termination or withdrawal of an offer of employment. Further, I agree to take a physical examination and recognize that any offer of employment may be contingent upon the results of such an examination and I am willing to have this application notarized if I am to be hired.

Signature \_\_\_\_\_ Date \_\_\_\_\_