

Educational Preparation

Name and Location of School	Nature of Studies	Did You Graduate? (Y or N)
High School		

Name and Location of School	Nature of Studies	Degree Received	Did You Graduate? (Y or N)
College (Undergraduate)*			
College (Graduate)*			
(Vocational/Technical/Trade)*			

*provide copy of transcripts

Teaching or Administrative Experience

List most recent experience first. Include any substitute or part time teaching and indicate as such.

Dates Employed	Employer's Name & Address	Specific Nature of Position	Reason for Leaving

Other Work Experience

Dates Employed	Employer's Name & Address	Specific Nature of Position	Reason for Leaving

Civil Service Status

Some positions in the CiTi are competitive civil service positions. Appointments must be made from the appropriate eligible lists supplied by the Oswego County Department of Personnel.

Tested by Oswego County Civil Service Department? Yes No

If yes, indicate what test(s) _____ When taken _____

Tenure Status

Were you ever appointed on tenure in a public school district in New York? Yes No If yes, complete the following.

Tenure Area _____ Effective Date _____

Were you ever dismissed from the school district conferring tenure pursuant to Education Law section 3020a? Yes No

Name and address of school district where tenure was granted: _____

Professional & Scholastic Organizations, Memberships, Honors

Exclude organizations, the name or character of which indicates the race, creed, color or national origin of its members.

Other Skills and Abilities

For example: coaching, knowledge of sign language, technology skills

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 supervisor who may be contacted for a personal or professional reference.

Name	Position	Address & Telephone No.

May we refer to your present employer? Yes No

May we refer to your former employer? Yes No

Placement folder may be secured from: (Name and Address) _____

Applicant's Statement

Give any additional information which you think might be of value in considering you for a position.

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I hereby agree not to assert any claims or causes of action of any kind against the CiTi, its agents, its employees, or any individual contacted by the CiTi, arising out of the CiTi's investigation. I further release and forever discharge the CiTi, its agents, its employees, or any individuals, employers or educational institutions contacted by the CiTi as part of its investigation, from any and all claims, demands, damages, actions, causes of action, or suits of any kind or nature whatsoever arising from the CiTi investigation of my credentials and references. I acknowledge that the CiTi has made no representations of any kind as to whether employment will be offered at the conclusion of the investigation.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Applicant's Signature

Date

Please return completed application to:
Mr. Mark LaFountain
Assistant Superintendent for Personnel
Center for Instruction, Technology & Innovation
179 County Route 64
Mexico, NY 13114

Equal Opportunity Employer

For office use only

REFERENCE CHECKS

Employer	Results

INTERVIEW RESULTS

Interviewer's Signature	Comments