



409 Bell Road
Rome, New York 13440
(315) 338-6532 Office
(315) 334-7409 Fax

**APPLICATION FOR
INSTRUCTIONAL POSITION:**
Position(s) Desired *(in order of preference)*

PERSONAL DATA

Name: _____

Date: _____

Current Address: _____

Permanent Address: _____

Current Phone: _____

Permanent Phone: _____

U.S. Citizen: ☐ Yes ☐ No Social Security No. _____ NYS Teachers' Retirement No. _____

Do you have any impairments - physical, mental or medical - which would prevent you from performing in a reasonable manner the activities involved in the job or occupation for which you are applying?

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: _____

PROFESSIONAL TRAINING *(Please list most recent first)*

Name/Address of Institutions attended <i>(included high school, colleges and graduate school)</i>	From	To	Major	Semester Hours	Degree

STUDENT TEACHING OR INTERNSHIP EXPERIENCE

Name of School	Address	Subject and/or Grade	Immediate Supervisor	From	To

PROFESSIONAL EXPERIENCE <i>(Please list most recent first)</i>						
Name of School	Address & Phone #	Subject and/or Grade	Immediate Supervisor	From	To	Reason for Leaving

Have you ever received tenure?

☐ Yes
☐ No

If yes, in what subject area?

OTHER WORK EXPERIENCE					
Name of Employer	Address & Phone #	Position & Nature of Work	From	To	Reason for Leaving

MILITARY SERVICE				
Branch	Rank	Duties	Dates	Type of Discharge

SPECIAL ABILITIES
List here extracurricular athletic or special interest areas which you would be willing to sponsor. Rank them according to your own estimate of competency.

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

CERTIFICATION INFORMATION					
Area/Grade Level(s)	Type (Provisional/Permanent)	Issuing State	Date Received	Valid Until	Certificate Number

REFERENCES <i>(Please list references who would have knowledge of your qualifications for position – non- relative)</i>				
Name	Address	Telephone		Occupation
		Home	Work	
		Home	Work	
		Home	Work	
		Home	Work	
		Home	Work	

List name and address from which your placement folder may be obtained. Official transcripts should be forwarded to the District as soon as possible.

Have you ever been convicted of any violation of law, other than a minor traffic violation? _____ Yes _____ No

If yes, please explain: _____

OR Is there a charge currently pending? _____ Yes _____ No

If yes, please explain _____

(a conviction or charge will not necessarily disqualify an applicant from employment)

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

I hereby certify that all the information contained on this application for employment is true, accurate and complete. I authorize the employer to make any necessary inquiries about such information or about my ability, qualifications, reputation and character, and release those supplying any information from all liability. I understand that making false or materially misleading statements on the job application, resume, or otherwise in the job application process, will subject an applicant to discharge.

Dated

Signature of Applicant

Please use the space below to briefly state your reasons for desiring this position and your concept of the job.

FOR OFFICE USE ONLY

Interview Date: _____

By: _____

