



Employment Application

Position Preference

<input type="checkbox"/> Substitute	<input type="checkbox"/> Administrator	<input type="checkbox"/> Teacher	<input type="checkbox"/> Teaching Assistant	<input type="checkbox"/> Nurse	<input type="checkbox"/> Bus Driver
<input type="checkbox"/> Vacant Position	<input type="checkbox"/> Aide/Monitor	<input type="checkbox"/> Buildings & Grounds	<input type="checkbox"/> Clerical	<input type="checkbox"/> Food Service	<input type="checkbox"/> Transportation
	<input type="checkbox"/> Bus Attendant	<input type="checkbox"/> Other			

Personal Information

Name _____
LAST FIRST MIDDLE

Permanent Mailing Address _____

Zip _____

Email _____ Phone _____ Cell _____

Social Security Number _____ - _____ - _____ Retirement No. _____

Are you a U.S. citizen? ☐ Yes ☐ No If no, what visa do you possess? _____

Have you ever been convicted of a crime? ☐ Yes ☐ No If yes, explain _____

Have you been fingerprinted pursuant to Part 87 of the Regulations of the Commissioner of Education
(Criminal/History Record Check for Prospective School Employees & Applicants for Certification)? ☐ Yes ☐ No

Are you a dishonorable discharged veteran? ☐ Yes ☐ No ☐ N/A Date of separation: _____

Are you an exempt volunteer fireman? ☐ Yes ☐ No

Certification/License

I hold the New York State certificate or license described below. *Please provide original. Copies will be made at time of application.*

Certificate or License	Type	Effective Date	Expiration Date (if applicable)

Other license(s) held; type and issuing authority _____

Educational Preparation

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

**Provide Official Copy of Transcripts*

Work Experience

List most recent experience first. Complete address must be included.				
Dates Employed	Employer's Name/Address/Phone	Supervisor	Specific Nature of Position	Reason for Leaving

Teaching or Administrative Experience

List most recent experience first. Include any substitute or part-time teaching. Complete address must be included.				
Dates Employed	Employer's Name/Address/Phone	Supervisor	Specific Nature of Position	Reason for Leaving

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 _____

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

Were you ever denied tenure? ☐ Yes ☐ No

Were you ever found guilty of disciplinary charges pursuant to Education Law Section 3020a in any public school district? ☐ Yes ☐ No

Professional and 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.

Professional References

List five individuals including supervisors having direct knowledge of your professional training, ability and experience. Include the name, address, and telephone number of your last supervisor who may be contacted for a personal or professional reference. Do not list relatives and friends.

[illegible]

Applicant's Statement

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

I certify that all statements made by me on this application are true and complete to the best of my knowledge. I understand that any false, misleading or omitted statements or documentation will be considered justification for disqualification of my application or termination of employment. I authorize an investigation of all statements herein and further authorize all cited references to give you any and all information they may have, and release all parties from all liability for any damage that may result from furnishing same to you. I authorize the Greenville Central School District for which I have completed an employment application to check my references, to obtain information from my former employers and educational institutions, to take other action to investigate any information provided in my employment application, and to obtain information relevant to evaluating my qualifications and fitness for a position. I authorize the school district to which this application is submitted to obtain information about my criminal record and authorize all government agencies to provide information about my criminal record to the school district. I waive my right of access to any such information, and without limitation hereby release the Greenville Central School District and the reference source from any liability in connection with its release or use.

If offered employment by this school district, I certify that I have not already accepted an offer of employment from another school district. I am committed to fulfilling the obligations of this employment offer.

Applicant's Signature

Date

The District does not discriminate in employment or in the education programs and activities which it operates on the basis of race, color, national origin, religion, marital status, military status, sex, age, weight, sexual orientation, gender identity, ethnic group, religious practice, disability (including but not limited to gender dysphoria) or predisposing genetic characteristic in violation of Title IX of the Education Amendments of 1972, Title VI and VII of the Civil Rights Act of 1964, 42 U.S.C. 12111 et seq. known as the Americans With Disabilities Act or § 504 of the Rehabilitation Act of 1973, New York State Human Rights Law, and The Boy Scouts of America Equal Access Act of 2001. The Greenville Central School District complies with applicable state and local laws governing non-discrimination in employment in every location in which the District has facilities. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

Applicant's Signature

Date

Completed applications may be submitted online or by mail:

applygcsd@greenvillesd.org

Office of Human Resources, Greenville Central School District, P.O. Box 129, Greenville, NY 12083-5070