

EMPLOYMENT RECORD

List Most Recent Work Experience First

FROM - TO NAME, ADDRESS & PHONE # OF EMPLOYER POSITION/JOB DUTIES

_____	_____	_____
_____	_____	_____
_____	_____	_____

Reason for Leaving Most Recent Employer _____

May We Contact Your Previous Employer? Yes No

OTHER WORK EXPERIENCE

(Business, Trades, Military Service)

FIRM, INSTITUTION OR
BRANCH OF MILITARY

NATURE OF WORK

FULL OR
PART-TIME
EMPLOYMENT

_____	_____	_____
_____	_____	_____
_____	_____	_____

List Any Special Training, Education Course(s), or Skills Which You Have in Your Employment Background.

NOTE: If applying for TEACHER AIDE, please document 300 child-contact hours for substitute or part-time work and 600 hours for a full-time position; i.e., Scouting, Licensed Day Care, Room Mother, Sunday School Teacher, etc. (Use a separate sheet if necessary with signature)

When Will You Be Able to Begin Work _____

Have You Ever Been Convicted of Any Violation of Law or Ordinance Other Than Misdemeanors or Traffic Violations?

Yes No If Yes, Please Explain _____

REFERENCES

Give the Names of Three People Who Have Observed Your Work or Who Have Direct Knowledge of Your Performance.
DO NOT INCLUDE LETTERS OF REFERENCE

Name

Address

Phone

Occupation

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Occasionally the form of an application blank makes it difficult for an applicant to adequately summarize his/her complete background. Use the space below to summarize any additional information necessary to describe your full qualifications/and why you think you will be successful in the position for which you are applying.

The Wilson Central School District advises students, parents, employees and the general public that it does not discriminate on the basis of sex, race, color, national origin, handicapping conditions, marital status or veteran status in the employment or the educational programs, including vocational education opportunities, and activities which it operates, and is in full compliance with Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973. Inquiries regarding this nondiscrimination policy and copies of the grievance procedure for the prompt resolution of complaint may be directed to the attention of Carolyn Oliveri, Business Administrator, Wilson Central School District, P.O. Box 648, Wilson, NY 14172 (716)751-9341.

PLEASE READ CAREFULLY

APPLICANT'S CERTIFICATION AND AGREEMENT

Information given herewith assumes authorization to investigate your credentials and becomes a legal part of the contract in case of appointment. If you are appointed, we shall assume that all answers are correct and that all changes of conditions or facts will be reported to the Superintendent of Schools immediately. Do not omit any items.

If there is an opening, all applications will be processed. Interviews will be arranged for the best qualified candidates.

All applications will be discarded after two years. Please complete a new application if you still wish to be considered after this lapse of time.

Thank you for completing this application form and for your interest in employment with us.

_____ Date

_____ Applicant's Signature