



GREENWOOD LAKE UNION FREE SCHOOL DISTRICT

GREENWOOD LAKE, NEW YORK 10925
(845) 477-7395 • FAX (845) 477-7398

Application For Employment

_____ Date

Name _____
Last Name First Name Middle Name

Address _____
Street

City _____ State _____ Zip Code _____

Telephone () _____
Home

() _____
Business

- Position Applied For:
- ___ Administrator/Supervisor
 - ___ Teacher - Elementary
 - ___ Grades Preferred
 - ___ Teacher - Secondary
 - ___ Subject Area
 - ___ Teacher - Specialist
 - ___ Area
 - ___ Substitute
 - ___ Support Staff:
 - ___ Teacher Aide
 - ___ Clerical
 - ___ Cafeteria
 - ___ Bus Driver
 - ___ Custodial
 - ___ Other

The Greenwood Lake Union Free School District is an Equal Opportunity Employer and does not discriminate on the basis of sex, race, religion, national origin, handicap, age, or marital status: nor does it apply any other arbitrary measure which would deprive persons of their constitutional rights.

Instructions to Applicants

1. Fill out this application as completely and accurately as possible. Please do not refer to resume.
2. Attach a one page *handwritten* statement of your educational philosophy or philosophy of life. *This is required of all applicants regardless of the position applied for.*
3. If application is for a teaching or administrative position attach copies of college transcripts and certification documents.
4. You may add by a separate attachment any supplementary information that will enable the School District to make a more complete estimate of your qualifications.
5. Return completed application to:
 Superintendent of Schools
 Greenwood Lake Union Free School District
 P.O. Box 8
 Greenwood Lake, New York 10925

Data Record

Social Security Number _____ U.S. Citizen Yes No

NYS Teacher's Retirement Number _____ Driver's License Yes No

Have you ever been convicted of a crime, excluding misdemeanor and parking offenses?
 No Yes If yes, please explain in a confidential letter and attach.

Do you have any impairments, physical, mental or medical which would prevent you from performing the activities involved in the position for which you have applied? Explain.

In the past year, how many days have you lost from work due to illness? _____

Are you available to work? Part-time Full-time

Date you can start work _____

U.S. Military Service Yes No

If Yes, please answer: Branch _____ Dates of Service _____

Rank _____ Type of Separation _____

New York State Certificates: (Attach Copies)

Area	Effective Date	Permanent	Provisional	C./Q.

Employment Experience

Please list most recent first:

1	Employer	Telephone ()	Dates Employed		Work Performed	
				From		To
	Address					
	Job Title			Hourly Rate/Salary		
				Starting		Final
Supervisor						
Reason for Leaving						
2	Employer	Telephone ()	Dates Employed		Work Performed	
				From		To
	Address					
	Job Title			Hourly Rate/Salary		
				Starting		Final
Supervisor						
Reason for Leaving						
3	Employer	Telephone ()	Dates Employed		Work Performed	
				From		To
	Address					
	Job Title			Hourly Rate/Salary		
				Starting		Final
Supervisor						
Reason for Leaving						

If you need additional space, please continue on a separate sheet of paper.

Education

	Elementary	High School	College/University	Graduate/ Professional
School Name				
Years Completed (Circle)	4 5 6 7 8	9 10 11 12	1 2 3 4	1 2 3 4
Diploma/Degree				
Describe Course Of Study				
Describe Specialized Train- ing, Apprentice- ship, Skills, and Extra-Curricular Activities.				

Other

Have you ever been disciplined under section 3020-A of the N.Y.S. Education Law? Yes No

If yes: District _____

Tenure:

Have you ever held tenure in any school district in New York State? Yes No

If yes, name and address of district in which tenure was granted: _____

Date tenure was granted _____ Dates taught: from _____ to _____

Have you ever been denied tenure? Yes No If yes: District _____

Has a probationary term ever been discontinued? Yes No
If yes: District _____ If yes, give reasons: _____

References

List at least three references who have first hand knowledge of your character, personality, scholarship and/or teaching ability. If currently employed, include your present supervisor.

Name	Position	Business Address	Telephone Number (Important)

Applicant's Statement

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 understand that this application is not and is not intended to be a contract of employment.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge.

Signature of Applicant

Date