Ha	rrison Ce	ntral School	District			
Louis N. Wool, Ed.D., Superintendent of Schools 50 Union Avenue • Harrison, New York 10528 • 914-630-3003 • Fax 914-835-2950 www.harrisoncsd.org						
Арг	olication for Non	-Instructional Emplo	C C			
	POSITIC	N PREFERENCE	Date			
	<b>G</b> Full Time	□ Part Time				
		<ul><li>Teacher Aide</li><li>Other</li></ul>				
	PERSONA	L INFORMATION				
NameLast		First	Middle			
Address						
Phone	E-Mail Address:	Social Sec	urity No			
		yes, #				
Have you ever been dismissed or	asked to resign from a position	n? 🛛 Yes 🔲 No If yes, p	lease explain			
	Yes No	orming, with or without assistance, tho If yes, provide dates of service as a fi	se activities involved in the position for refighter			
	work for the past five years Yes No If no	o, are you legally eligible to work?	Yes No			
Educational Preparation						

Name & Location of School	Major	Minor	Diploma or Degree
High School			
College			
Business/Trade/Other			
Certificates held			

## Please provide additional information for the position for which you are applying.

# **Teacher/School Aide**

Indicate experiences that qualify you for working with children in a supervisory or instructional setting
Are you interested in substitute work in this area?  Yes No
Nurse
Indicate experiences that qualify you for working with children in a school setting
Do you possess a license/certificate?  Ves  No License Type & #
Do you have New York State registration?  Yes  No  If yes, expiration date
Are you interested in substitute work in this area?  Yes No
Clerical
List software that you have the ability to use proficiently
Have you taken any Civil Service Examinations for clerical positions:  Yes No
If yes, When Where
Title(s) Score(s)
Are you interested in substitute work in this area?  Yes No
Custodial
Have you had experience or training in institutional cleaning?  Yes No If yes, explain
Have you ever supervised others in an institutional cleaning operation?  Yes No If yes, explain
Have you taken any Civil Service Examinations?
If yes, When Where
Title(s) Score(s)
Are you interested in substitute work in this area? $\Box$ Yes $\Box$ No
Technology/Maintenance
Indicate experience or training that qualifies you for the position you are seeking.
Do you possess a license/certificate?  Yes  No Type/#

# **Employment Experience**

List most recent experience first. List all prior employers. Use additional sheet if needed. Do NOT OMIT any employment. Failure to list your complete employment record will disqualify you from employment at the Harrison Central School District.

### **Present Employment**

Name & Adduces of Freedom		From		То		
Name & Address of Employer	Supervisor's Name & Title	Mo.	Yr.	Mo.	Yr.	Reason for Leaving
	Phone:					
Your job title:						
i our job une.						
Brief description of responsibilities:						
Brief description of responsionities.						

#### **Previous Employment**

	Supervisor's Name & Title	From		То			
Name & Address of Employer		Mo.	Yr.	Mo.	Yr.	Reason for Leaving	
	Phone:						
	Thone.						
Your job title:							
Brief description of responsibilities:							
biter description of responsionness.							

Nama 8 Addama afternalaan	S 8 T:41-	From		То		D
Name & Address of Employer	loyer Supervisor's Name & Title		Yr.	Mo.	Yr.	Reason for Leaving
	Phone:					
Your job title:						
Brief description of responsibilities:						

### **MORAL CHARACTER**

Please answer the following questions.

If

1.	Have you ever been dismissed from, resigned from, entered into a settlement agreement, or otherwise left employment to avoid investigation and/or dismissal for alleged misconduct or due to performance concerns?	<b>V</b> es	D No
2.	Are you the subject of any pending investigation and/or disciplinary charge(s) pertaining to employment?	Yes	D No
3.	Have you ever been convicted of a crime other than minor traffic violations? If yes, include the date, offense(s) and disposition in your separate explanation.	<b>V</b> es	D No
4.	Do you currently have any criminal charges pending against you?	<b>U</b> Yes	D No
•	nswer "Yes" to any of these questions, please explain below (attach additional pages an entation as needed).	d supportin	g

## **United States Armed Services Record**

Dates of Service From:	То:
Branch of Service:	Highest Rank:
Did you receive an honorable discharge?	$\Box$ Yes $\Box$ No

My signature below authorizes the Harrison Central School District to conduct a background investigation and authorizes release of information in connection with my application for employment. This investigation may include such information as criminal convictions, driving records, previous employers and educational institutions, personal references, professional references, and other appropriate sources. I waive my right of access to any such information, and without limitation hereby release the Harrison Central School District and the reference source from any liability in connection with its release or use.

Furthermore, I certify that I have made true, correct and complete answers and statements on this application in the knowledge that they may be relied upon in considering my application, and I understand that any omission or false statements made by me on this application, or any supplement to it will be sufficient grounds for failure to employ or for my discharge should I become employed with the Harrison Central School District.

Signature of Applicant

Date

The Harrison Central School District, Harrison, New York 10528, does not discriminate on the basis of age, religion, creed, ethnic origin, marital status, race, color, sex, veteran status, disability or handicap. This policy of non-discrimination includes the recruitment, hiring and advancement of employees; salaries, pay and other benefits, or educational programs.