

Pawling Central School District

515 Route 22
Pawling, NY 12564
(845) 855-2028
(845) 855-2152 Fax



The Pawling Central School District is an equal opportunity school district/employer, which does not discriminate on the basis of race, creed, color, national origin, sex, age, disability, marital status, or any other reason prohibited by state or federal law in the employment, working conditions and educational opportunities of applicants, employees and students.

PROFESSIONAL EMPLOYMENT APPLICATION

Position applied for: _____ Date: _____

Name: _____

Address: _____

Home Phone: _____ Cell Phone: _____

Social Security Number: _____ E-mail: _____

U.S. Citizen: ___ Yes ___ No If not, date of Declaration of Intent Filed _____ Type of Visa _____ Alien Reg # _____

Have you ever been convicted of a crime (felony or misdemeanor)? _____ Yes _____ No

If yes, itemize and explain: _____
(use additional sheet if necessary)

If previously employed by District, give job title(s) and dates of employment: _____

Present Position: _____ Current Salary: _____

How did you hear about this position? _____

CERTIFICATION (Current or pending)

Type (Initial, Prov, Prof, Perm, Trans B)	Qualified to Teach or Provide Service	Date Issued	State
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Have you received tenure in another school district? _____ Yes _____ No

Have you been denied tenure in another school district? _____ Yes _____ No

Are your fingerprints on file with NYSED? _____ Yes _____ No

List other license held: (type and issuing authority)

Please respond to the following questions:

Moral Character Determination:

Answer each question by circling “yes” or “no”. If you answer “yes” to any question, please attach a full explanation for your answer.

(a) Have you been dismissed, resigned from, entered into a settlement agreement, or otherwise left employment to avoid investigation and/or dismissal for alleged misconduct? (a) Yes No

(b) Did you ever receive a discharge from the Armed Forces of the United States which was other than “Honorable”? (b) Yes No

(c) Have you ever been convicted of any crime (felony or misdemeanor)* (other than minor traffic violations)? (c) Yes No

** Submit a copy of the court record(s) including disposition of the case.*

(d) Have you ever had an application for a teaching credential in New York or any other jurisdiction denied? (d) Yes No

(e) Have you ever had a teaching credential issued in New York or any other jurisdiction revoked, suspended, annulled or otherwise invalidated? (e) Yes No

(f) Have disciplinary proceedings ever been initiated against you pursuant to New York State Education Law Section 3020-a or 3020-b, or the disciplinary provisions of any other jurisdiction? (f) Yes No

(g) Have you ever been the subject of a report filed with the NYS Education Department pursuant to Part 83 of the Commissioner’s Regulations? (g) Yes No
(Determination of Good Moral Character)

(h) Do you possess a valid New York State driver’s license? (h) Yes No
Other state license? Name of state _____

EDUCATIONAL PREPARATION (List most recent first)

Dates Attended	High School, College, or University	Major Field	GPA	Degree Received and/or Number of Credits

STUDENT TEACHING EXPERIENCE

School	No. of Weeks	Specific Nature of Position

EMPLOYMENT EXPERIENCE (List most recent experience first - Use additional sheet if needed)

1)	Name and Address	Supervisor's Name and Title	FROM		To		Reason for Leaving
			Mo.	Yr.	Mo.	Yr.	
		Phone Number	Annual Salary				
		()					

Job Title:

Describe in detail the work you did (grade level, content area):

2)	Name and Address	Supervisor's Name and Title	From		To		Reason for Leaving
			Mo.	Yr.	Mo.	Yr.	
		Phone Number	Annual Salary				
		()					

Job Title:

Describe in detail the work you did (grade level, content area)

If you have served in the Armed Services of the United States, complete this section:

UNITED STATES ARMED SERVICES RECORD

Dates From - To	Branch	Highest Rank	Type of Discharge	Total Months	Do you have any continuing Reserve obligation?

REFERENCES

Give the names of three professional references who have closely observed your work as a teacher, employee, or student. Recommendations by present and former superintendents, principals and other supervisors are preferred.

Please Print	1	2	3
Name			
Position			
Address			
Telephone	()	()	()

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I further acknowledge that any falsification or omission will be sufficient cause for disqualification or dismissal if employed, regardless of when discovered. I hereby authorize you to make any investigation of my personal history.

Furthermore, I understand and agree that Pawling Central School District or any agent acting on their behalf, as well as any other person responding to a reference request pursuant to this application, can and will seek and/or disclose any or all information about me which said corporation, agent, persons or internet site may have. I understand that a separate agency may be used to complete a background study. I specifically authorize said disclosure and agree to hold all such corporations, agents, or persons harmless for same.

Dated _____ Signature of Applicant _____

I declare and affirm, under the penalty of perjury that all the statements made in the foregoing application including accompanying statements, are true, complete and correct. I further declare and affirm that any arrest and/or conviction that occur subsequent to the date of this application but prior to the issuance of any certificate will be reported in writing to the Office of Teaching, Teacher Discipline Unit, Education Building – 5 North, Albany, New York 12234. I understand that my failure to report such information may result in the invalidation of my certificate.

By signing this form I consent to the release of information to the Department for the purpose of ascertaining my moral character pursuant to 8 NYCRR 83 of the Commissioner’s Regulations.

Dated _____ Signature of Applicant _____

Please submit a complete resume with this application, copies of certification and transcripts.

