



# WEST GENESEE CENTRAL SCHOOLS

300 Sanderson Drive

Camillus, NY 13031

Telephone (315) 487-4555

## APPLICATION FOR ALL NON-INSTRUCTIONAL POSITIONS

Willing to Substitute:  Yes  No

Position Applying For: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(Last) (First) (Initial)

Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City) (State) (Zip Code)

Email address: \_\_\_\_\_

Military Service: Branch \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Assignments, Special Schools: \_\_\_\_\_

Highest Rank: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ NYS Employees' Retirement System Number: \_\_\_\_\_

Have you ever been convicted of a crime? \_\_\_ Yes \_\_\_ No If yes, please explain \_\_\_\_\_

Have you ever been dismissed or asked to resign from any position? \_\_\_ Yes \_\_\_ No If yes, please explain \_\_\_\_\_

Certification: Civil Service Classification: \_\_\_\_\_

Other: \_\_\_\_\_

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

## Education

| <i>Education</i>        | <i>School</i> | <i>Dates From</i> | <i>Dates To</i> | <i>Major Field</i> | <i>Diploma or Degree</i> |
|-------------------------|---------------|-------------------|-----------------|--------------------|--------------------------|
| <i>High School</i>      |               |                   |                 |                    |                          |
| <i>College</i>          |               |                   |                 |                    |                          |
| <i>Special Training</i> |               |                   |                 |                    |                          |

## Work Experience

| <i>Dates From &amp; To</i> | <i>Employer</i> | <i>Address</i> | <i>Major Duties</i> | <i>Reason For Leaving</i> |
|----------------------------|-----------------|----------------|---------------------|---------------------------|
|                            |                 |                |                     |                           |
|                            |                 |                |                     |                           |
|                            |                 |                |                     |                           |
|                            |                 |                |                     |                           |

References: List the names of at least three (3) persons who have knowledge of your character, personality, scholarship and professional competencies:

|    | Name  | Address | Position | Business Phone |
|----|-------|---------|----------|----------------|
| 1. | _____ |         |          |                |
| 2. | _____ |         |          |                |
| 3. | _____ |         |          |                |

Please indicate below the date you will be available to begin work, if you are appointed to a position at West Genesee.

\_\_\_\_\_ Date

*I hereby declare the information provided by me on this application is true and complete to the best of my knowledge. I understand that, if employed, any misstatement or omission of fact on this application shall be considered cause for dismissal. I hereby authorize any individual, company, or institution listed above with whom I have been associated to furnish the West Genesee Central School District with any information concerning my employment.*

\_\_\_\_\_ Applicant's Signature