

APPLICATION FOR SCHOOL ADMINISTRATOR

**Northeastern Clinton Central School District
District Office
103 Route 276
Champlain, NY 12919-4833**

Northeastern Clinton Central School District does not discriminate in employment opportunities on the basis of race, creed, color, religion, sex, marital status, national origin, age, non-disqualifying disability, veteran's status, genetic predisposition or any other status protected by state or federal law.

PLEASE PRINT OR TYPE

Name: _____ Date of Application: _____
Last First Middle

Present Address _____
P.O. Box/Street City/State Zip Code

Telephone #: _____ Work Telephone #: _____

Are you a citizen of the United States? Yes No

If No, Are you eligible to work in the United States? Yes No

If yes, can you provide documentation from the U. S. Citizenship and Immigration Services: Yes No

Position(s) applied for: _____

Were you ever employed by this District? Yes No If yes, please indicate date(s): _____

Are you currently employed? Yes No If yes, may we contact your employer? Yes No

Can you perform the normal and usual duties of the job for which you are applying with or without reasonable accommodations? Yes No

Have you completed the process of Fingerprinting as required by the N.Y. State Education Department? Yes No

Certification

(Please attach a copy of your certificate/certifications to this application)

Certification Area(s): _____

Issued by what State: _____

Type of Certificate: Permanent Initial Professional Date Issued: _____

Have you ever obtained tenure? Yes No

If yes, name of District/BOCES: _____

Have you ever been denied tenure: Yes No

If yes, why? _____

Past and Present Employment:

(List Below, Beginning with Most Recent)

Employer	Dates Employed	Position	Salary	Reason for Leaving	Supervisor

References

(List Below, Five Professional References)

Name	Address	Daytime Phone Number	Position

Additional Questions

Were you ever dismissed or discharged from any employment for reasons other than lack of work or funds?
Yes No

Did you ever resign from any employment rather than face dismissal? Yes No

Did you ever receive a discharge from the Armed Forces of the United States which was other than "Honorable" or which, was issued under other than honorable conditions? Yes No

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

Are you now under charges for any crime? Yes No

If you answer YES to any of these questions, provide reasons on the lines below. Your failure to answer any of these questions or to provide details will significantly delay any determination concerning your qualifications and may deprive you of potential employment opportunities. None of the above circumstances represents an automatic bar to employment. A dishonorable discharge from Military Service is not an absolute bar to employment, and other factors will affect a final decision. Each case is considered and evaluated on individual merits in relations to the duties and responsibilities of this position.

Signature

I certify that the information provided by me in this application for employment is true, complete, and accurate. I understand that a false statement, misrepresentation or omission on this application shall constitute sufficient cause to refuse to hire me or for dismissal. I authorize Northeastern Clinton Central School District to contact the employers and personal references listed on this application, and I authorize those employers and personal references to respond to all appropriate inquiries concerning my employment and my suitability for employment with Northeastern Clinton Central School District.

Date: _____ Signature of Applicant: _____

Applications will be kept on file for one (1) year from the date of the application. If you wish to keep your application on file beyond that date, please notify the District Office in writing.