



FRONTIER CENTRAL SCHOOL DISTRICT

5120 ORCHARD AVENUE
HAMBURG, NEW YORK 14075-5657

APPLICATION FOR EMPLOYMENT

(This application will remain active for one year from the date of receipt by the District.)

Position for which you are applying _____

PERSONAL INFORMATION

Name _____
Last *First* *Middle*

Please list any other name(s) by which you may have been known in the past if such names are relevant to pre-employment requests for information by the District.

Current Address _____ Telephone _____
Street

City State Zip

Permanent Address _____ Telephone _____
Street

City State Zip

Social Security Number _____

As an EQUAL OPPORTUNITY EMPLOYER the Frontier Central School District does not discriminate on the basis of race, gender, sexual orientation, religion, national origin, age, marital status, or disability.

ADDITIONAL PERSONAL INFORMATION

• Are you a citizen of the U.S.A.? Yes No
 If *no*, are you legally authorized to remain and work in the U.S.A.? _____

• Have you ever served in the United States Armed Forces? Yes No
 If *yes*, did you receive a discharge from the Armed Forces of the United States,
 which was other than "honorable"? Yes No
 If *yes*, please explain on a separate sheet. A dishonorable discharge is not
 an absolute bar to employment; other factors will affect the final decision.

• Have you ever been convicted of a crime (felony or misdemeanor other than minor
 traffic violations)? Yes No
 If *yes*, please explain on a separate sheet.

• Do you currently have any criminal charges pending against you? Yes No
 If *yes*, please explain on a separate sheet.

• Have you ever been the subject of a report for child abuse, maltreatment, or neglect? Yes No
 If *yes*, please explain on a separate sheet.

• Have you ever used illegal drugs? Yes No

• List any persons currently serving or working for the District who know you.

• Have you ever been dismissed, resigned from, entered into a settlement agreement, or otherwise
 left employment to avoid investigation and/or dismissal from alleged misconduct? Yes No
 If *yes*, please explain on a separate sheet.

- Date by which you will be available for employment _____
- Date by which you will be available for an interview _____

REFERENCES

Give the names of three individuals who have closely observed your work or can attest to your work ethic in the position for which you are applying.

Reference 1

Reference 2

Reference 3

Name	Reference 1	Reference 2	Reference 3
Title			
Address			
Phone			

POSITION(S) FOR WHICH YOU ARE APPLYING

Check only positions for which you are applying, taking into consideration your skills, qualifications and experience.

COMPETITIVE CLASSIFICATION

- Clerical *
- Custodial *
- Other * _____

NON-COMPETITIVE CLASSIFICATION

- Bus Driver
- Clerical (part-time)
- Computer Aide
- Cook
- Day Care Provider
- Maintenance Mechanic/Helper
- Mechanic
- Registered Nurse
- School Lunch Monitor
- Teacher's Aide
- Other _____

LABOR CLASSIFICATION

- Bus Attendant
- Cleaner
- Food Service Helper
- Groundsperson
- Laborer
- Other _____

EXEMPT AND/OR MANAGERIAL/CONFIDENTIAL*

- _____

*If you checked a position for which you must take a Civil Service Examination, do you currently hold the title or are you on the appropriate Erie County Civil Service List? Yes No
If yes, which classification? _____

• Are you a member of the New York State Employees' Retirement System? Yes No
If yes, your ERS membership number is _____ and your date of membership is _____.

• Employment status you are seeking _____ Full-time _____ Part-Time _____ Substitute
_____ Days _____ Evenings

ADDITIONAL PERSONAL INFORMATION

• Are you 18 years of age or older? Yes No
If *not*, state your age. _____

Do you belong to or volunteer in any community organizations? If so, please elaborate.

ADDITIONAL INFORMATION REQUIRED OF BUS DRIVER APPLICANTS ONLY

Class of Driver's License _____ Expiration Date _____

Motorist Identification Number _____ State in which it was issued _____

- For how many years have you driven a motor vehicle? _____
 Of those years, for how many have you driven a light truck or wagon? _____
 Of those years, for how many have you driven a heavy truck? _____

- Have you ever attended a Bus Driver Training Course or other such course? Yes No
 If yes, please provide the following information for each.

Date(s) of Course(s)	Where Taken	Title of Certificate Issued

- During the last five years, have you had an accident which resulted in injuries to yourself or others? Yes No
 If yes, please describe below the extent of the accident(s).

- During the last three years, have you been convicted of moving traffic violations? Yes No
 If yes, please provide the following information.

Date	Charge	Court Location

MISSION STATEMENT

The mission of the Frontier Central School District is to inspire each student to exhibit integrity as a self-directed life-long learner, achieving personal goals while responsibly contributing to an ever-changing world.

- (1) What do you feel your role would be in achieving the mission stated above?

- (2) We believe everyone has value and that all people can make a contribution to our organization. What contribution could you make to student success and the overall success of the District?

- (3) Do you possess any special skills, training, or educational experiences that would add to your employment candidacy?

(4) Many positions outlined in this application require working with children, including those with handicapping conditions. What experience do you have directly related to working with children?

(5) If you are applying for a clerical/computer position, what clerical/computer skills do you possess?

Are you on any valid Erie County Civil Service Lists? If so, which lists?

(6) Please list experience or qualifications regarding other positions for which you may be applying (i.e. mechanical, maintenance, grounds, managerial).

EMPLOYMENT HISTORY

List most recent employment first.

Employer's Name & Address	Immediate Supervisor's Name & Title	Employed				Reason For Leaving
		From		To		
		Mo.	Yr.	Mo.	Yr.	
	Phone					

Title of Position and Responsibilities:

Employer's Name & Address	Immediate Supervisor's Name & Title	Employed				Reason For Leaving
		From		To		
		Mo.	Yr.	Mo.	Yr.	
	Phone					

Title of Position and Responsibilities:

Employer's Name & Address	Immediate Supervisor's Name & Title	Employed				Reason For Leaving
		From		To		
		Mo.	Yr.	Mo.	Yr.	
	Phone					

Title of Position and Responsibilities:

EDUCATIONAL AND PROFESSIONAL PREPARATION

<i>High School</i>	Major/Minor		Diploma/Date
Name _____			
Address _____			
<i>College/University (Undergraduate)</i>	Major	Minor	Degree/Conferral Date
Name _____			
Address _____			
Name _____			
Address _____			
<i>College/University (Graduate)</i>	Major	Minor	Degree/Conferral Date
Name _____			
Address _____			
Name _____			
Address _____			

Special Training _____

APPLICANT CONSENT TO INVESTIGATE AND DISCLOSE DATA

I hereby authorize the Frontier Central School District to make any investigation of my personal history, financial credit, and employment record. I waive my rights of access to ANY information provided by ANY references in the process of investigating my personal background and work record.

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.

All appointments are tentative and contingent upon fingerprint clearance from the New York State Education Department.

Signature of Applicant _____ Date _____