

**HARTFORD CENTRAL SCHOOL DISTRICT**

4704 State Route 149, PO Box 79

Hartford, New York 12838

Phone (518) 632-5931



**APPLICATION FOR EMPLOYMENT**

<b>P</b>	Last Name	First	Middle	Date
	Street Address			Home Phone ( ) -
<b>E</b>	City, State, Zip			Business Phone ( ) -
<b>R</b>	Have you ever applied for employment with Us? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes: Month and Year _____ Location _____			Social Security No.
<b>S</b>	Position Desired			Pay Expected
<b>O</b>	Apart from absence for religious observance, are you available for full-time work? <input type="checkbox"/> Yes <input type="checkbox"/> No If not, what hours can you work? _____			Will you work overtime if asked? <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>N</b>	Are you legally eligible for employment in the United States?			When will you be available to begin work? _____
<b>A</b>	Other special training or skills (languages, machine operation, etc.)			
<b>L</b>	How did you learn of our organization?			

	SCHOOL	NAME AND LOCATION OF SCHOOL	COURSE OF STUDY	YEAR COMPLETED	DID YOU GRADUATE?	DEGREE OR DIPLOMA
<b>E</b>	College				<input type="checkbox"/> Yes	
					<input type="checkbox"/> No	
<b>D</b>	High				<input type="checkbox"/> Yes	
					<input type="checkbox"/> No	
<b>U</b>	Elementary				<input type="checkbox"/> Yes	
					<input type="checkbox"/> No	
<b>C</b>	Other				<input type="checkbox"/> Yes	
					<input type="checkbox"/> No	
<b>A</b>					<input type="checkbox"/> Yes	
					<input type="checkbox"/> No	
<b>T</b>					<input type="checkbox"/> Yes	
					<input type="checkbox"/> No	
<b>I</b>					<input type="checkbox"/> Yes	
					<input type="checkbox"/> No	
<b>O</b>					<input type="checkbox"/> Yes	
					<input type="checkbox"/> No	
<b>N</b>					<input type="checkbox"/> Yes	
					<input type="checkbox"/> No	



<b>M I L I T A R Y</b>	<b>COMPLETE THIS SECTION IF YOU SERVED IN THE U.S. ARMED FORCES</b>	Branch of Service
		Period of Active Duty (Month & Year) From _____ To _____
		Rank at Discharge
		Date of Final Discharge

<b>PERSONAL DATA</b>
<p>Have you ever been convicted of a crime, excluding misdemeanors and summary offenses?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please explain: _____</p> <p>_____</p> <p>Have you ever been dishonorably discharged from military duty?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please explain _____</p> <p>_____</p>

<b>S I G N A T U R E</b>	<p>The information provided in this Application for Employment is true, correct and complete. If employed, any misstatement or omission of fact on this application may result in my dismissal.</p> <p>I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future.</p> <p>If you decide to engage an investigative consumer reporting agency to report on my credit and personal history, I authorize you to do so. If a report is obtained you must provide, at my request, the name and address of the agency so I may obtain from them the nature and substance of the information contained in the report.</p>
	_____
	Date
	_____
	Signature

The Hartford Central School District is an equal opportunity employer. Non-Discrimination Notice: The Hartford Central School District does not discriminate on the basis of race, color, national origin, creed, sex, age, handicap, or as otherwise decreed by Law, and is in compliance with Title IX of the Education Amendments of 1972 and with Section 504 of the Rehabilitation Act of 1973. Accordingly, nothing in this application should be viewed as expressing directly or indirectly any limitations, specifications, or discrimination in connection with those listed areas. The Compliance Office for Title IX and Section 504 can be contacted through the Building Principal, Hartford Central School District, PO Box 79, 4704 State Route 149, Hartford, New York 12838.