



FRANKLIN-ESSEX-HAMILTON BOCES

P.O. BOX 28
 23 HUSKIE LANE
 MALONE, NEW YORK 12953

www.fehb.org for Home Page
www.fehb.org/employop.htm for Employment Opportunities

<p>To Be Completed by BOCES Office Resume: _____ Transcripts/Degree: _____ _____ Certification: _____ Placement Folder: _____ Prior State Education Department Fingerprinting: _____</p>
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APPLICATION FOR EMPLOYMENT - TEACHER

Name: _____ Date: _____

Address: _____ Soc. Sec. #: _____

_____ Teacher Ret. #: _____

Phone No. (Home): _____ (Work): _____

Each applicant for a teaching position, in the Franklin-Essex-Hamilton BOCES, will complete this form. If you are the successful candidate and accept the position with the Franklin-Essex-Hamilton BOCES, the information given herein will become a part of your professional record. Therefore, be sure the information is accurate, complete, and legible. Please include the following as part of your complete application:

- Current Resume
- Copy of College Degree Documents
- Copies of Teaching Certification Documents

- Complete Transcript of all Undergraduate and Graduate Course Work
- Letters of Recommendation (if available)
- College Placement Folder (if available)

Incomplete or inaccurate application may be grounds for disqualification for consideration

Position for which application is being made: _____

Are you presently employed? _____

If so, how much notification will your present employer require? _____

Certification:

AREA OF CERTIFICATION	CERTIFICATE NUMBER	EFFECTIVE or ANTICIPATED DATE*	TYPE OF CERTIFICATE (Prov., Permanent, etc.)	STATE

*If certification is pending please indicate, yes or no, if you have passed the following New York State Teacher Certification Examinations:

LAST _____ ATS-W _____

Have you ever been granted tenure by a school district? _____

If yes, which school district? _____

In order to be eligible for a reduced probationary period, teachers must meet the criteria as outlined in NYS Education Law. If you would like us to consider your eligibility for reduction in your probationary period, please provide us with an official District copy of your APPR composite score, under 3012-c or 3012-d in the last year with your current or previous school district.

Record of employment: Please complete the following with your most recent position listed first. Do not include part-time employment unless you consider it significant. Include any military service and discharge status. It is important that the application account for all substantial periods of time.

POSITION	EMPLOYER	INCLUSIVE DATES	PHONE NUMBER	SALARY

Academic Preparation: Please include all schooling (High School through College):

SCHOOL	ADDRESS	DATES ATTENDED	MAJOR	DEGREE

Student Teaching / Internship:

SCHOOL DISTRICT (include building)	GRADE/SUBJECT	COOPERATING TEACHER	DATES

Please describe any experiences significantly contributing to your qualifications for the position.
(Printed or handwritten, do not type response)

Please list below three professional references, preferably from immediate supervisors. Complete all information requested for each, including evening telephone number.

Name:	Name:	Name:
Position:	Position:	Position:
Business Address:	Business Address:	Business Address:
Daytime Phone #:	Daytime Phone #:	Daytime Phone #:
Evening Phone #:	Evening Phone #:	Evening Phone #:

Check appropriate box to the right of each question:

Yes **No**

	Yes	No
Were you ever dismissed or discharged from any employment for reasons other than lack of work or funds?		
Did you ever resign from any employment rather than face dismissal?		
Did you ever receive a discharge from the Armed Forces of the United States which was other than "Honorable" or was issued under other than "Honorable" conditions?		
Have you ever been convicted of any crime (felony or misdemeanor)?		
Are you now under charges for any crime?		
Have you ever forfeited bail bond posted to guarantee your appearance in court to answer to any criminal charge?		

If you answered "YES" to any of the questions above, you must give specifics on an additional sheet which will be kept confidential. None of the above circumstances represents an automatic bar to employment. Each case is considered and evaluated on individual merits in relation to the duties and responsibilities of the position for which you are applying.

Return this application to:

Cheryl A. Felt, Deputy Superintendent
 Franklin-Essex-Hamilton BOCES
 P.O. Box 28, 23 Huskie Lane
 Malone, NY 12953

The Franklin Essex Hamilton BOCES does not discriminate on the basis of an individual's actual or perceived race, color, religion, creed, ethnicity, national origin, citizenship status, age, marital status, partnership status, disability, predisposing genetic characteristics, sexual orientation, gender (sex), military status, veteran status, domestic violence victim status or political affiliation, and additionally does not discriminate against students on the basis of weight, gender identity, gender expression, and religious practices or any other basis prohibited by New York State and/or federal non-discrimination laws in employment or its programs and activities. The District provides equal access to community and youth organizations. Inquiries regarding the District's non-discrimination policies should be directed to:

Civil Rights Compliance Officer
 23 Huskie Lane
 Malone, NY 12953
 (518) 483-6420
 e-mail: CivilRightsCompliance@mail.fehb.org