

**Alfred-Almond Central School  
6795 State Rte 21  
Almond, New York 14804  
Phone: 607/276-6500**

**APPLICATION**

Name \_\_\_\_\_ Date \_\_\_\_\_  
(Last) (First) (Middle Initial) (Other\*)

\* Optional: If additional information relative to a change of name, use of an assumed name or nickname is necessary to enable a check of your work, education or other record, please indicate that name and explain.

Address \_\_\_\_\_  
(Number) (Street) (City) (State) (Zip Code)

Phone No. \_\_\_\_\_  
(Permanent) (Alternate) (Cellphone)

When will you be available? \_\_\_\_\_ Social Security # \_\_\_\_\_

Position Applying for \_\_\_\_\_

Would you be willing to have an annual physical examination? Yes  No

Would you be willing to take a Civil Service Examination? Yes  No

**PERSONAL BACKGROUND HISTORY**

Are you a U.S. Citizen?  Yes  No

Have you ever been convicted of a crime?  Yes  No

If yes, have you been issued a certificate of relief from disability?  Yes  No

Are any criminal charges or proceedings pending against you?  Yes  No  
 (If yes, to any of above three questions, please explain on a separate sheet.)

Are you legally authorized to work in the United States?  Yes  No

Have you ever served in the US Armed Forces?  Yes  No

If yes, did you receive a dishonorable discharge?  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 employment decision.)

List any persons currently serving on our Board of Education or working for the district who are related to you:

**PAST EMPLOYMENT** (Last three places)

Employer	Address	Supervisor	Dates		Type of Work
			From	To	

Are you under contract?  Yes  No Where? \_\_\_\_\_ Date of Expiration \_\_\_\_\_

When will you be available? \_\_\_\_\_

Present Salary? \_\_\_\_\_ Minimum salary you would accept \_\_\_\_\_

NYS Retirement No. \_\_\_\_\_

**REFERENCES**

Name	Address	Phone #

**EDUCATION AND/OR PROFESSIONAL TRAINING**

	Name of Institution	Diploma/Degree	Dates of Attendance
<b>High School</b>			
<b>College</b>			
<b>Special Training</b>			

Please state any additional points, which will help in judging your suitability for the position:

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**APPLICANT CONSENT TO INVESTIGATE AND DISCLOSE DATA**

I, \_\_\_\_\_ (print name), hereby grant permission to the Alfred-Almond Central School District, to contact and investigate my former and current employers, and all other pertinent parties, including but not limited to educational institutions where I enrolled, to fully investigate my background.

My signature below authorizes the school district to conduct a background investigation and authorizes release of information in connection with my application for employment. This investigation may include such information as criminal convictions, driving record, previous employers and educational institutions, personal references, professional information, and without limitations hereby releases the school district and the reference source from any liability in connection with its release or use.

I hereby affirm that the information set forth in this application is complete, accurate and true to the best of my knowledge. I further affirm that I have read the completed application and have not withheld any information or response to any questions. I understand and agree that any misrepresentation or omission of fact on this application or during the interview process, regardless of when it is discovered, may result in the refusal of employment, or if I have already been employed constitute cause for my immediate termination. References and personal information, which became part of this record are to be regarded as confidential and will not be revealed to me.

I hereby indemnify, release and forever discharge and hold the Alfred-Almond Central School District and its officers, agents and employees, as well as all third parties supplying such information, harmless from any and all claims, demands, judgment and legal fees arising out of or in connection with this investigation, the results, or any lawful use of the results or disclosure thereto.

If requested by the District in connection with its application, I will take a physical examination. I agree that the examining authority may disclose the findings of these examinations to the District and that my initial employment is conditioned upon meeting the requirements of that examination as established by the District.

I will be able, if hired, to certify that I am authorized to work in the United States of America and understand in accordance with the Immigration Reform and Control Act that I will be required to provide timely documentation of identity and employment eligibility.

In the event that I am employed, I agree to conform to the district rules and regulations.

Pursuant to New York State Law, I agree to sign any additional forms of consent and/or to undergo any additional procedures required by the District, NYSED, NYS DCJS or the FBI to effectuate a criminal record background check. I also understand that I must forward two (2) copies of my fingerprints as well as the required fee to NYSED and any other fees required to so effectuating this process.

This employment application will be valid only for six (6) months from the date that it is completed.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
PRINTED NAME OF APPLICANT

DATE: \_\_\_\_\_