



Greenburgh Central
School District
Our Children. Our Focus. Our Future.



APPLICATION FOR EMPLOYMENT

Mail to: Greenburgh Central School District | Administration Bldg
475 West Hartsdale Avenue Hartsdale, New York 10530

We are an Equal Opportunity Employer
and committed to excellence through
Diversity and inclusion

Please print or type all information. The
application must be fully completed to be
considered, even if attaching a resume

1. PERSONAL INFORMATION

Full Name (First, Middle, Last)

Social Security Number

Address		City	State	Zip
Phone Number	Mobile Number	Email Address		
Are You a U.S. Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No		Have You Ever Been Convicted of A Felony? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If Selected for Employment Are You Willing To Submit to a Pre-Employment Drug Screening Test? <input type="checkbox"/> Yes <input type="checkbox"/> No				

2. POSITION DESIRED

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> Teacher | <input type="checkbox"/> Teaching Assistant | <input type="checkbox"/> Administrative | |
| <input type="checkbox"/> Early Childhood Program | <input type="checkbox"/> Elementary School | <input type="checkbox"/> Middle High School | <input type="checkbox"/> Senior High School |
| <input type="checkbox"/> Special Education | <input type="checkbox"/> Special Subject | <input type="checkbox"/> Other | |

When Would You Be Available for Employment?

3. EDUCATION

School Name	Location	Years Attended	Degree Received	Major

4. CERTIFICATION

New York State Certification

☐ Teacher

☐ Teaching Assistant

☐ Administrative

☐ Other

Level	Subject		
<input type="checkbox"/> Temporary License		<input type="checkbox"/> Provisional Certification	<input type="checkbox"/> Permanent Certification
Effective Date	Expiration Date	Number	
New York State Retirement Number			
If You Do Not Have A New York State Certificate Have You Applied For One?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Certification In Other State	Type	Number	

5. EXPERIENCE

1. Employer & Address	Job Title		Dates Employed
Work Phone	Supervisor		Salary
Address	City	State	Zip
2. Employer & Address	Job Title		Dates Employed
Work Phone	Supervisor		Salary
Address	City	State	Zip
3. Employer & Address	Job Title		Dates Employed
Work Phone	Supervisor		Salary
Address	City	State	Zip

6. BACKGROUND INFORMATION

Veteran of U.S. Military? ☐ Yes ☐ No If yes: Branch

Have you been fingerprinted for the purpose of employment in a school district in New York State?

Have you been cleared by NYSED for teaching?

Are you legally eligible for employment in this country?

Have you ever been convicted of a crime? (Felony of misdemeanor)?

Have you ever forfeited bail or bond following appearance as a defendant in a criminal court action?

Are you presently under indictment or a defendant in any criminal proceedings?

Have you ever received an unsatisfactory rating in conjunction with any pedagogical employment?

Have you ever been disqualified for employment for any civil service position?

Been discharged or required to resign from any position (other than staff reduction layoffs)?

Have you ever resigned as an alternative to facing charges or dismissal?

Date

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

6. BACKGROUND INFORMATION (Continued)

Have you ever been found guilty or pleaded guilty to disciplinary charges brought against you under section 3020-a of the Education Law or Section 75 of the Civil Service Law?

☐ Yes ☐ No

Have you ever had a license or certification denied or terminated because of unsatisfactory teaching, fingerprints or medical records?

☐ Yes ☐ No

Have you ever had any professional certificate or license denied, revoked or suspended by any government agency as a result of your record?

☐ Yes ☐ No

Has a Family Court of any other court ever rendered a finding indicating that you have abused or neglected a child?

☐ Yes ☐ No

Work Phone	Supervisor	Salary			
Address	City	State	Zip		
Did You Hold Tenure in Another School District Within New York State?		<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Tenure Area	Date Tenure Granted				
Name and Address of School District Where Tenure Was Granted					
Have You Ever Been Dismissed While Serving as A Teacher in A Probationary Appointment?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
Were You Ever Dismissed from A School District Conferring Tenure Pursuant to Education Law Section 3020-A?				<input type="checkbox"/> Yes	<input type="checkbox"/> No

7. STUDENT TEACHING EXPERIENCE

School Name	Location	Grade or Subject	Cooperating Teacher	Dates

8. PROFESSIONAL REFERENCES

Name	Phone	Address (Email Preferred)	Professional Relationship

9. PERSONAL DATA

List the Professional Education Organizations to Which You Now Belong

List the Civic or Fraternal Organizations to Which You Now Belong

List the Sports You Can Coach

List Other Extra Curricular Activities You are Willing to Supervise and/or Sponsor

List Foreign Languages Spoken

9. PERSONAL DATA (Continued)

Are You Legally Eligible for Employment in the US?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Were You Ever Convicted of Any Violations of Law?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are You Presently Under Indictment or A Defendant in Any Criminal Proceedings?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Date of Birth	Ethnicity <input type="checkbox"/> Black <input type="checkbox"/> White <input type="checkbox"/> Asian <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Hispanic	

10. COMPLETE APPLICANT'S STATEMENT

Describe the Personal Characteristics That Will Enable You to Contribute to The Educational Programs of The Greenburgh Central School District. Indicate Attributes That Distinguish You from Other Candidates. Give Any Additional Information That You Think Might Be of Value In Our Considering You For A Position

11. SIGNATURE DISCLAIMER

I certify that all statements made by me on this application are true and complete to the best of my knowledge. I understand that any false or misleading statements will be considered justification for disqualification of my application or termination of my employment. I authorize an investigation of all statements contained herein including authorization to contact the professional references listed to give you pertinent information concerning my previous employment and released all parties from all liability for any damage that may result from furnishing the same to you. I waive my right of access to the information provided by any references in the process of investigating my personal background and employment history

Name (Please Print)	Signature
Date	

FOR DISTRICT OFFICE USE ONLY

<input type="checkbox"/> Driver's License <input type="checkbox"/> Certification <input type="checkbox"/> Fingerprint Clearance <input type="checkbox"/> References Checked <input type="checkbox"/> Resume <input type="checkbox"/> Transcript/Degree	Notes
Applicant Interviewed By	
Name	Date

The Greenburgh Central School District does not discriminate on the basis of sex, race, creed, national origin, age or disability, on its employment, admissions practices, vocational opportunities or access to and treatment in programs or activities, in accordance with Title IX, Section 504 of the Rehabilitation Act of 1973, and the Title VII and the Americans With Disabilities Act. Inquiries concerning application of these regulations may be made to the **Assistant Superintendent of Curriculum and Personnel, Greenburgh Central School District**
475 West Hartsdale Avenue, Hartsdale, New York 10530 | Tel. 914.761.6000