

Waterford-Halfmoon Union Free School District
125 Middletown Road
Waterford, New York 12188

Phone (518) 237-0800

Fax (518) 237-7335

Application for Employment Non-Teaching

Position(s) Desired: _____

Personal Data

Name: _____

Address: _____

Phone: _____ Social Security # _____

NYS Employees' Retirement #: _____

Education

High School: _____

No. of years completed

College(s)/Degree(s): _____

Organizations and special interests

Circle the appropriate response

Were you ever dismissed or discharged from any employment for reasons other than abolition of position?	Yes	No
Did you ever receive a discharge from the armed forces of the United States which was other than "Honorable" or which was issued under other than honorable circumstances?	Yes	No
Have you ever been convicted of a felony?	Yes	No
Are you now under charges for any crime?	Yes	No

If you answered "yes" to any of the questions, above, you may give specifics in a separate statement. If you elect not to provide specifics or if such explanation is insufficient, you may be required to submit further information. 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(s) for which you are applying.

Previous Work Experience
Begin with most recent employer

Company Name, Address, Phone #	From	To	Position or Nature of Work	Reason for Leaving

Personal References
List three

Name	Address	Phone #	Occupation	Comments

The New York State Human Rights Law prohibits discrimination in employment because of age, creed, color, national origin, sex, disability, marital status, or criminal record. Accordingly, nothing in this application form should be viewed as expressing, directly or indirectly, any limitation, specification, or discrimination as to age, race, creed, color, national origin, sex, disability, marital status, or criminal record in connection with employment. It is the policy of the Board of Education to comply with the requirement of the Americans With Disabilities Act (ADA) which prohibits discrimination against people with disabilities and requires employers to make reasonable accommodations for qualified employees with disabilities. Any inquiries relative to the above should be directed to: Affirmative Action Officer, Waterford-Halfmoon School, 125 Middletown Road, Waterford, NY 12188.

Applicant Signature/Date
