

# APPLICATION FOR EDUCATIONAL SUPPORT STAFF EMPLOYMENT

**MASSENA CENTRAL SCHOOL DISTRICT**  
**84 Nightengale Avenue**  
**Massena, NY 13662-1998**  
**Phone (315) 764-3700**

Massena Central School District does not unlawfully discriminate on the basis of age, race, creed, color, national origin, religion, disability, genetic predisposition or carrier status, gender or marital status. This District is an Equal Opportunity/Affirmative Action Employer.

Name \_\_\_\_\_

Social Security No. \_\_\_\_\_

Address \_\_\_\_\_

Phone (Home) \_\_\_\_\_

\_\_\_\_\_

Other Phone \_\_\_\_\_

When could you begin work? \_\_\_\_\_

Please mark the position for which you are applying?

- |  |  |   |                                |
|--|--|---|--------------------------------|
| <input type="checkbox"/> Custodial Worker  | <input type="checkbox"/> Keyboard Specialist | <input type="checkbox"/> Building Maintenance                 | <input type="checkbox"/> Nurse |
| <input type="checkbox"/> Cleaner           | <input type="checkbox"/> Library Aide        | <input type="checkbox"/> Mechanic                             |                                |
| <input type="checkbox"/> Cafeteria Worker  | <input type="checkbox"/> Teacher Aide        | <input type="checkbox"/> Bus Monitor                          |                                |
| <input type="checkbox"/> Cafeteria Monitor | <input type="checkbox"/> Child Care Monitor  | <input type="checkbox"/> Bus Driver – Class of License: _____ |                                |
|  |  | License ID#: _____  |                                |

**Are you interested in .....  Full Time  Substituting  or Both?**

**Education:**

	School Name, City, State	Dates (From/To)	Degree
High School			
College			
Trade or Other			

**Employment History:** (Please include name, address, and telephone number of employer.)

Employer	Position	Dates (From/To)	Reason for Leaving

**References:** (List three persons who can speak directly about your qualifications and character. Include name, address and telephone numbers.)

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_

Have you ever been convicted of any crime or offense? If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you presently the subject of any criminal proceeding not yet disposed of? If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Fingerprinting**

Have you ever been fingerprinted for the purposes of obtaining employment with a New York State public school district?  Yes  No

If yes: Date \_\_\_\_\_ School District \_\_\_\_\_

If no: New York State requires all applicants hired after July 1, 2001 to be fingerprinted. The cost of this process is the responsibility of employee. Employment is contingent upon the results of this process. For more details, please see the attached directions.

I understand and agree that Massena Central School District will verify all or part of the information I have supplied on this form. I understand that this verification may include credit history, motor vehicle driving record, criminal and civil records, as well as any public record. I release and hold harmless all liability any individual or entity requesting or supplying information with respect to my application for employment. I also certify that all the information given in this application is true and correct.

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

**Please return to: Tracey Supernault, Massena Central School District, 84 Nightengale Avenue, Massena, NY 13662**