

Port Jefferson School District
550 Scraggy Hill Road
Port Jefferson, New York 11777

Application for Teaching & Administrative Positions

Position Desired: _____ Date: _____

Name: _____

Home Phone: _____ Cell Phone: _____

Home Address: _____

Email Address: _____

I. GENERAL INFORMATION:

Social Security # _____ TEACH ID # _____

Certification(s) Area & Type: _____

II. EDUCATION & PROFESSIONAL PREPARATION:

List High School, College, University, and/or Professional School Attended:

Level	Institution and Location	Major/Minor and Degree	Approximate GPA and Date
High School	Institution:	Major/Minor:	Approx. GPA:
	Location:	Degree:	Date:
Undergraduate	Institution:	Major/Minor:	Approx. GPA:
	Location:	Degree:	Date:
Graduate	Institution:	Major/Minor:	Approx. GPA:
	Location:	Degree:	Date:
Other	Institution:	Major/Minor:	Approx. GPA:
	Location:	Degree:	Date:

III. STUDENT TEACHING/INTERNSHIP EXPERIENCE

School District	Grade(s)	Subjects(s)	Supervisor	From	To

III. EMPLOYMENT HISTORY:

List all career experience in reverse chronological order beginning with your present position. Please include both school and non-school experience.

Length of Employment From To	Firm Name	Address	City/State/Zip
	Duties:		
Type of Business			
Your Exact Title			
Supervisor's Title			

Length of Employment From To	Firm Name	Address	City/State/Zip
	Duties:		
Type of Business			
Your Exact Title			
Supervisor's Title			

Length of Employment From To	Firm Name	Address	City/State/Zip
	Duties:		
Type of Business			
Your Exact Title			
Supervisor's Title			

If you have received tenure previously, please state in what area(s), when and where:

IV. REFERENCES

Please list at least FIVE PROFESSIONAL REFERENCES, including your most recent supervisor or administrator. Two of the five references should be different than those individuals included in your placement folder. (Letters of Reference)

Name	Title	Phone Number
		(H) (C) Email
		(H) (C) Email
		(H) (C) Email
		(H) (C) Email
		(H) (C) Email

V. ACTIVITIES

Please list those activities below in which you have participated. Briefly describe the nature and extent of your participation.

Honors (high school, college, community, professional):

Membership in professional and community organizations:

Special skills (athletics, music, drama, art, etc.):

Special interests or hobbies:

Experience or interest in student activities (after-school activities, clubs, tutoring, counseling, etc.):

VI. OTHER

Are you interested in an assignment of club advisor or supervisor of student activities after school?

Yes _____ No _____

Are you interested in coaching assignments for extracurricular or inter-scholastic sports?

Yes _____ No _____

Veteran of Armed Forces? (Y/N) ___ Branch: _____ Dates of Service: _____

Are you related by blood or marriage to any current employee? Yes ___ No ___

Have you ever been convicted of a felony? Yes ___ No ___

Have you ever been convicted of child abuse? Yes ___ No ___

Have you ever been fired from a position? Yes ___ No ___

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I hereby affirm that the statements made in this application are true to the best of my knowledge and belief. I hereby grant permission to my former employers to release or communicate information regarding my performance and their perceptions of my employment history to the Port Jefferson School District, and I do hereby indemnify those employers against any damages or liabilities stemming from the provision of such information.

Signature: _____ Date: _____

An Equal Opportunity/Affirmative Action Employer

In compliance with Title IX of the Education Amendments of 1972, the Board of Education of the Port Jefferson School District does not discriminate on the basis of sex, race, color, religion, age, disability or national origin in employment, educational programs or activities which it operates.