

Waterloo Central School District

109 Washington Street
 Waterloo, New York 13165
 Phone 315-539-1500
 Fax 315-539-1504
www.waterloocsd.org



PROFESSIONAL APPLICATION INSTRUCTIONAL POSITION

Personal

Last Name		First	Middle	Date
Home Address				Home Phone () Other Phone ()
City/State/Zip Code				Email
Position Desired		NYS Retirement #		Social Security #
Certification Area	Type Perm./Prof.	Type Prov./Initial	Expiration Date	Certification Number
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____

Professional Education (Please list most recent first)

School/Location	Degree	Major	Minor	GPA

Professional Work Experience (Please list most recent first including student teaching)

Name of School or Organization	Enrollment:	Dates of Employment:
Address		Current Salary:
Position Held		Did you receive tenure?
Supervisor's Name and position		Reason for leaving:

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Professional Work Experience (Continued)

Name of School or Organization	Dates of Employment:
Address	Current Salary:
Position Held	Did you receive tenure?
Supervisor's Name and position	Reason for leaving:

Name of School or Organization	Dates of Employment:
Address	Current Salary:
Position Held	Did you receive tenure?
Supervisor's Name and position	Reason for leaving:

Other Work Experience Including Military: List here in chronological order all other practical experience.

Employer	Address	Dates Employed	Supervisor	Kind of Work

In the United States Armed Forces: Yes _____ No _____ If yes, complete below.

Length of Service: _____ Branch: _____ Date of Discharge: _____

Extracurricular Activities and Athletics

List any extracurricular activities in which you would like to become involved:	List any athletic activities in which you would like to become involved: What coaching certificates do you hold?
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Professional References: Please provide the names of those who have closely observed your work. In the case of experienced teachers, present and former superintendents, principals and other supervisors are preferred.

Name	Institution	Official Position	Present Address	Telephone

Have you been fingerprinted?	Yes _____	No _____	When? _____
Have you submitted your fingerprints to NYSED?	Yes _____	No _____	
Have you ever been convicted of a felony?	Yes _____	No _____	
Have you ever submitted an application to the Waterloo Central School District?	Yes _____	No _____	
If so, for what position did you apply?	Position _____		When? _____

Additional Information

Please respond to the following questions on a separate sheet of paper.

1. Why are you interested in a position in the Waterloo Central School District?
2. What unique qualifications do you feel you bring to the position?
3. What are your areas of strength at this point in your career and what areas do you need to improve?
4. What area of education seems most exciting and promising to you? Why?

I hereby declare the information provided by me on this application is true, correct and complete to the best of my knowledge. I understand that if employed, any misstatement or omission of fact on this application shall be considered cause for dismissal. I hereby authorize any individual, company or institution with who I have been associated to furnish the Waterloo Central School District with any information concerning my employment.

Signature: _____

Date: _____

The Waterloo Central School District is an Equal Opportunity Employer and does not discriminate on the basis of age, color, religion, creed, disability, marital status, gender, sexual orientation, veteran status, national origin or race in the education program and activities which it operates.

An application for this position will not be considered completed unless we have received the following:

1. Letter of interest in the position
2. Resume
3. Three letters of reference
4. College transcripts
5. Copies and/or proof of certifications
6. Completed application form

Email everything to Jamie.Excell@waterloocsd.org or Mail to:

Jamie Excell, Secretary to the Superintendent of Schools
 Waterloo Central School District
 109 Washington Street
 Waterloo, NY 13165