

(Rec'd Stamp)

Ashford School
440 Westford Rd. (Rt. 89)
Ashford, CT 06278
860-429-1927

For office use only:
POSITION:
Interviewed On: _____
Rate: _____ Start
Apprv'd By _____ / /
Supt. App.: _____ / /

APPLICATION FOR EMPLOYMENT

(For Positions which do not fall under the Teachers' Retirement Board)

NOTE: All sections must be completed in order for this application to be considered. Please **PRINT** clearly in ink or **TYPE** and return this form to the Superintendent's Office.

NAME: (Last) _____ (First) _____ (Middle Initial) _____

ADDRESS: (Street) _____ (and/or P.O. Box) _____
(City) _____ (State) _____ (Zip) _____

() _____ () _____
TELEPHONE NUMBER CELL PHONE

POSITION(S) FOR WHICH YOU ARE APPLYING: (Please circle):

PARAPROFESSIONAL (AIDE) - CAFETERIA - BUS DRIVER - CUSTODIAN -
SECRETARY -
SUBSTITUTE TEACHER - NURSE - OTHER _____

PERSONAL DATA:

Present Employer: _____

Describe what you do: _____

Current Salary: Annual _____ and/or Hourly _____

General Health: _____ Days Absent in

Past 6 Months: _____

AVAILABILITY OF APPLICANT:

Available as of: _____ Shift Preference: _____

_____ Partial Day _____ Full Day _____ Either

Substitute _____ Best time for interview: _____ Day of

Week: _____ **EDUCATIONAL PREPARATION:**

Dates Attended	High School/College	State	List Diploma/Degree /Certification Obtained

RELATED WORK EXPERIENCE:

From: Mo./Yr.	To: Mo./Yr.	Firm/Institution & Location	Nature of Work

REFERENCES:

Name, Address & Telephone of three contacts who you called and have agreed to give references:

- 1. _____
- 2. _____
- 3. _____

BUS DRIVER APPLICANTS: CDL Operator's License No. _____

Are you willing to work A. M. Run? _____ P.M. Run? _____ Field Trips?

Do you have a valid operator's license? _____ Type: _____

Training may be provided to applicants committed to Ashford School.

-Connecticut's Public Act 93-328 - An Act Concerning Applicants For School Employee Position

The Ashford School has the responsibility to comply with Federal and State mandated regulations.

1. Were you ever known by any **other legal name**? If yes, please list the name(s) below.

- Yes
- No

2. Have you ever been **convicted of a crime**, either within or outside of Connecticut?

- Yes
- No

If yes, identify the approximate date, location and nature of each such conviction on a separate sheet of paper and attach to this form.

3. Are any criminal **charges currently pending** against you either within or outside of the State of Connecticut?

- Yes
- No

If yes, identify the jurisdiction in which such charges are pending, the nature of the charges and an explanation on a separate sheet of paper and attach it to this form.

4. Please read the following carefully **before signing** below:

I understand that if I am employed by the Ashford School, I will be required to submit to a state and national **criminal history check** within a period of 90 days from my date of employment and I will be required to submit to **fingerprinting** for purposes of submitting my finger prints to the Federal Bureau of Investigation for a national criminal history records check. I further understand and agree that **if** I have been **convicted** of a crime which has not been disclosed to the Ashford Board of Education, the Board may immediately terminate my contract of employment in accordance with the provisions of Public Act 93-328

I hereby authorize any and all law enforcement agencies, current and former employers, and academic institutions to supply any applicable information regarding my **background** to the Ashford Board of Education and to its agents, and I hereby release all such former employers, law enforcement agencies, and academic institutions, their agents and employees from any liability arising from supplying and the use of such information.

I certify that I have made true, correct and complete answers and statements on this application in the knowledge that they may be relied upon in considering my application for employment and I understand that any **omission** and/or **falsehood** made by me on this application will be sufficient grounds for **denial** of employment or for my **discharge** should I become employed by the school district.

Applicant's Signature

Date

NOTE: Please **attach a personal statement** which lists the position(s) you seek and the **reasons** you feel you are suited for employment with the Ashford School.

Please also include any **letters of reference** and/or any **other past employment data pertinent** to the position that you seek. (for example: transcripts, evaluations, job descriptions, etc.)

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER