

CHEEKTOWAGA CENTRAL SCHOOL DISTRICT

SUBSTITUTE TEACHER APPLICATION

3600 Union Rd.
Cheektowaga, NY 14225

Phone 716-686-3615

PLEASE PRINT OR TYPE

SOCIAL SECURITY # _____ Email Address: _____

NAME _____
Last First Middle Initial

ADDRESS _____
No. & Street Apt #

City State Zip Code

PHONE _____ CELL PHONE _____

- Are you a member of the New York State Teachers' Retirement System? **YES** **NO**
If yes, your NYSTRS # _____ Date of Membership _____

Have your fingerprints previously been submitted to the NYS Education Department for a criminal history record check?

YES **NO**

UNDERGRADUATE EDUCATION

GRADUATE EDUCATION

School _____
Degree _____
Major _____

School _____
Degree _____
Major _____

Do you have New York State Certification? YES / NO AREA _____ Expiration Date _____

Check one: Provisional Permanent Initial Professional

EMPLOYMENT REFERENCES

- Employer _____ Address _____
Phone _____ Title _____ From _____ To _____
- Employer _____ Address _____
Phone _____ Title _____ From _____ To _____
- Employer _____ Address _____
Phone _____ Title _____ From _____ To _____

PLEASE CHECK SUBJECT AND/OR GRADE LEVEL YOU ARE WILLING TO TEACH

ELEMENTARY: GRADE LEVEL PREFERRED _____

Middle School (Grades 6, 7 AND 8)

MATH

SOCIAL STUDIES

HOME & CAREERS

ENGLISH

LANGUAGE

TECHNOLOGY

SCIENCE

French
Spanish

Life Science
Physical Science
General Science
Other: _____

High School (Grades 9-12)

MATH

SOCIAL STUDIES

HOME & CAREERS

ENGLISH

LANGUAGE

TECHNOLOGY

SCIENCE

French
Spanish

Biology Earth Science
Chemistry General Science
Physics Other: _____

SPECIAL EDUCATION: GRADE LEVEL PREFERRED _____

SPECIAL AREAS (all buildings - indicate preferred grade level):

ART – Grade: _____

LIBRARY – Grade: _____

MUSIC – Grade: _____

PHYSICAL EDUCATION – Grade: _____

Vocal
Instrumental

Swimming
Life Saving Cert. Yes No

HEALTH – Grade: _____

Are you seeking full time employment? YES NO

PLEASE ANSWER ALL OF THE FOLLOWING QUESTIONS

YES NO

<p>1. Have you ever pleaded guilty to or been convicted of a crime (misdemeanor or felony)? If YES, explain on a separate sheet.</p>
<p>2. Are any criminal charges or proceedings pending against you? If YES, explain on a separate sheet.</p>
<p>3. Are you a citizen of the United States of America? If NO, do you have legal papers necessary to remain and work in the United States?</p>
<p>4. Are you now, or have you ever been affiliated with a group which advocated a belief in opposition to the Constitution of the United States of America?</p>
<p>5. Have you ever served in the Armed Forces of the United States? If YES, did you receive a Dishonorable Discharge? (If YES, a Dishonorable Discharge is not an absolute bar to employment and other factors will affect a final decision.)</p>
<p>6. Can you perform the essential functions of the position for which you are applying with or without reasonable accommodation?</p>
<p>7. Were you previously employed by us? If YES, provide details including job title, date of employment and reason for leaving.</p>
<p>8. Have you ever been dismissed, resigned from, entered into a settlement agreement, or otherwise left employment to avoid investigation and/or dismissal for alleged misconduct? If YES, explain on a separate sheet.</p>
<p>9. Have you ever been the subject of a report of child abuse, maltreatment, or neglect? If YES, explain on a separate sheet.</p>

I hereby certify that all my answers and factual representations set forth in this employment application, including all attachments hereto, are true and complete to the best of my knowledge. I understand that any omission or false statement made by me on this application or any of its attachments will be sufficient grounds for refusal to employ, or for my discharge should I become employed by the Cheektowaga Central School District.

I hereby authorize the release of any and all information related to my application for employment. I further authorize the District to conduct investigations of my background at any time. I understand and agree that such background investigations may seek information concerning, but not limited to, my character and reputation, criminal convictions, fingerprint clearances, driving record, status of certifications and licenses, and any and all information from former and current employers, educational institutions, and personal references. I also hereby release and hold harmless the District, and any person or entity that provides information in response to such an investigation, from any liability in connection with the use or exchange of information about me, arising from or related to any such background investigation.

Signature

Date

- **PLEASE SUBMIT THIS APPLICATION ALONG WITH COPIES OF YOUR NEW YORK STATE CERTIFICATION, BIRTH CERTIFICATE, (OR DRIVER'S LICENSE), AND SOCIAL SECURITY CARD TO:**

**Cheektowaga Central School District
Business Office – Personnel
3600 Union Road
Cheektowaga, NY 14225**

The Cheektowaga Central School District, Cheektowaga, New York, does not discriminate against any employee or applicant for employment in its programs or activities it operates on the basis of actual or perceived age, religion, natural origin, marital status, race, color, sex, sexual orientation, weight, ethnic group, religious practices, gender, veteran status, disability or handicap, or any other basis prohibited by State or Federal non-discrimination law. This policy of nondiscrimination includes the hiring and advancement of employees; salaries and other benefits; and the business activities of the Board of Education. Inquiries regarding Cheektowaga Central School District's non-discrimination policies and grievance procedures should be directed to Mrs. Christine Ljungberg (cljungberg@ccsd-k12.org) and Mrs. Gretchen Sukdolak (gsukdola@ccsd-k12.org), who may be contacted at 3600 Union Road, Cheektowaga, NY 14225; phone 716-686-3606. Inquiries concerning the application of Title IX may also be referred to the Assistant Secretary for Civil Rights at: ocr@ed.gov.