



BOQUET VALLEY

CENTRAL SCHOOL DISTRICT

District Office
 PO Box 158, 7530 Court St.
 Elizabethtown, NY 12932
www.boquetvalleycsd.org

Non-Teaching Application

INSTRUCTIONS FOR APPLYING: Please send a personal letter outlining your qualifications, along with this completed signed application form including a minimum of four (4) current professional references, three current letters of recommendation and a current résumé. Please forward to the following address:

SUPERINTENDENT

Boquet Valley Central School District
 PO Box 158, 7530 Court St.
 Elizabethtown, NY 12932
 (518) 873-6371
 (518) 873-9552 Fax

APPLYING FOR POSITION OF:

PERSONAL INFORMATION		
Last Name	First Name	Middle Initial
Mailing Address	City/State/Zip	Telephone Number

Email Address: _____

EDUCATIONAL PREPARATION			
HIGH SCHOOL	LOCATION	YEAR OF GRADUATION	NATURE OF STUDIES

COLLEGE (UNDERGRADUATE)	DATES ATTENDED	NATURE OF STUDIES	DEGREE	DATE GRANTED

COLLEGE (GRADUATE)	DATES ATTENDED	NATURE OF STUDIES	DEGREE	DATE GRANTED

VOCATIONAL/TRADE/TECHNICAL	DATES ATTENDED	NATURE OF STUDIES	DEGREE	DATE GRANTED

WORK EXPERIENCE

LIST MOST RECENT EXPERIENCE FIRST. INCLUDE ANY SUBSTITUTE OR PART TIME WORK, AND INDICATE AS SUCH.

DATES EMPLOYED	EMPLOYER'S NAME & ADDRESS	SPECIFIC NATURE OF POSITION	REASON FOR LEAVING

If you answer 'yes' to any of the following questions, please provide specifics on a separate sheet:

Have you ever received a penalty pursuant to Education Law §3020-a or Civil Service Law §75?

YES NO

PROFESSIONAL ORGANIZATIONS, MEMBERSHIPS, HONORS

[Exclude organizations where the name or character of which indicates the race, creed, color, or national origin of its members.]

REFERENCES

LIST FOUR (4) INDIVIDUALS HAVING PERSONAL KNOWLEDGE OF YOUR PROFESSIONAL TRAINING, ABILITY, EXPERIENCE AND PERSONAL CHARACTER. INCLUDE THE NAME, ADDRESS, AND TELEPHONE NUMBER OF YOUR LAST SUPERVISOR WHO WE MAY CONTACT FOR A PERSONAL OR PROFESSIONAL REFERENCE.

NAME	POSITION	ORGANIZATION	ADDRESS & TELEPHONE NO.

May we refer to your present employer? YES NO

May we refer to your former employer(s)? YES NO

APPLICANT'S STATEMENT

PROVIDE ANY ADDITIONAL INFORMATION WHICH YOU THINK MIGHT BE OF VALUE IN CONSIDERING YOU FOR AN EMPLOYEE POSITION WITH BOQUET VALLEY CENTRAL SCHOOL DISTRICT.

I certify that all statements made by me on this application are true and complete. I understand that any false or misleading statements made by me will be considered justification for disqualification of my application or termination of my employment.

Applicant Signature

Date