

NON-TEACHING EMPLOYMENT APPLICATION

Last Name First Name M.I. Social Security #

Street Address City State Zip Code Home telephone #

High School attended: _____
Name of School City & State

Highest grade completed _____ High school graduate GED or equivalent Citizen of U.S. Yes No

Any other training/education? Please describe: _____

SECTION I.

Employment History (reverse chronological order)

NOTE: Please check if resume attached. Yes No

<u>Dates</u>	<u>Company name and location</u>	<u>Position</u>	<u>Salary</u>
From _____ To _____	_____	_____	\$ _____ per year \$ _____ per hour
List your chief duties: _____			
From _____ To _____	_____	_____	\$ _____ per year \$ _____ per hour
List your chief duties: _____			
From _____ To _____	_____	_____	\$ _____ per year \$ _____ per hour
List your chief duties: _____			
From _____ To _____	_____	_____	\$ _____ per year \$ _____ per hour
List your chief duties: _____			

SECTION II.

LIST REFERENCES FOR PREVIOUS WORK EXPERIENCE:

1.	_____	_____	_____	_____
	Name	Company	Position Held	Telephone #
2.	_____	_____	_____	_____
	Name	Company	Position Held	Telephone #
3.	_____	_____	_____	_____
	Name	Company	Position Held	Telephone #

LIST PERSONAL REFERENCES:

1.	_____	_____	_____
	Name	Address	Telephone #
2.	_____	_____	_____
	Name	Address	Telephone #
3.	_____	_____	_____
	Name	Address	Telephone #

SECTION III.

POSITION

What job classification(s) do you want to be considered for?

- Accounting Clerk
- Athletic Aide
- Bus Driver
- Bus Monitor
- Cafeteria
- Clerk Typist

- Coaching
- Custodial/Cleaning
- Custodian/Maintenance
- Health Aide
- Latch-Key Program
- Library Media Assistant

- Mechanic
- Playground Monitor
- Secretarial
- Classroom Assistant
- Summer/College Student

Are you interested in: FULL TIME PART TIME ON-CALL/SUBSTITUTE

SECTION IV.

The following section will give you an opportunity to explain why you are qualified for the position(s) that you are applying for. Print or type your responses.

YOU MAY ATTACH ANOTHER SHEET IF NECESSARY FOR YOUR ANSWERS.

List and explain past work experiences which qualify you for the open position(s) you are applying for:

Explain why you want to work for the Brooklyn City School District:

Share with us a few personal characteristics which will indicate why you would be an excellent employee with the Brooklyn City Schools:

I understand that:

The Brooklyn City School District is an Equal Education Opportunity and an Equal Employment Opportunity Institution, in compliance with Title VI and VII of the Civil Rights Act of 1964, the Equal Pay Act of 1963, Title IX of the Education Amendments of 1972, and the Americans with Disabilities Act of 1990.

This application may be shared with many administrators, supervisors and employees, for a period of two (2) years, as openings occur within the district.

Certain positions fall under the auspices of the Civil Service Commission. Candidates must successfully pass the qualifying examination and be placed on the official eligibility list to be interviewed and hired.

Signature of Applicant: _____ Date _____