

Watertown Board of Education
10 DeForest Street
Watertown, CT 06795
Telephone: (860) 945-4804
Fax: (860) 945-6990

APPLICATION FOR EMPLOYMENT

DATE: _____

Non-certified positions:

Custodian _____ Secretary _____ Paraprofessional _____

PERSONAL

Name _____
Last First M.I.

Social Security Number ___/___/___

Present Address _____

Telephone Number _____

How long have you lived at above address? _____

If less than 3 years list previous address

How Long? _____
How Long? _____
How Long? _____

Were you previously employed by us the Watertown Board of Education? _____

If yes, when and in what capacity? _____

Would you work full time? _____ Part time? _____

Specify days and hours you are available _____

Rate of Pay expected \$ _____ per week.

Are there any experiences, skills or qualifications which you feel would especially qualify you for a job with the Board of Education

Have you ever been convicted of a crime? Yes ___ No ___ If yes, please explain.

Do you have any criminal charges currently pending? Yes ___ No ___ If yes, please explain.

If your application is considered favorably, on what date will you be available for work?

_____ 19____.

(Over Please)

RECORD OF EDUCATION

School	Name & Address of School	Years Attended	Grade Completed	Degree/Diploma
Elementary				
Secondary				
College				
Other				

PERSONAL REFERENCES (Not former Employers or Relatives)

Name & Occupation	Address	Phone #
1.		
2.		
3.		

PREVIOUS EMPLOYMENT - List last three employers

Supervisor	Employer/Address	Phone	Position	Dates of Employment
1.				
2.				
3.				

Reasons for leaving last employment _____

Have you ever been bonded? ____ If yes, on what job? _____

May we contact the employers listed above? ____ If not, indicate by number which ones you do not wish us to contact and why.

The facts set forth above in my application for employment are true and complete. I understand that if employed, false statements on this application shall be considered sufficient cause for dismissal. You are hereby authorized to make any investigation of my personal history and financial and credit record through any investigative or credit agencies or bureaus of your choice.

The Watertown Board of Education seeks qualified candidates and is an equal opportunity/affirmative action employer.

Signature of Applicant _____

Please fill in Name/Title, Company, Numbers, Dates of Employment information on this form

Watertown Board of Education Reference Check Form Professional References

Applicant/Date	
Date	

Reference 1

Name/Title	
Company	
Phone	
Dates of Employment	
Comments:	

Reference 2

Name/Title	
Company	
Phone	
Dates of Employment	
Comments:	

Reference 3

Name/Title	
Company	
Phone	
Dates of Employment	
Comments:	