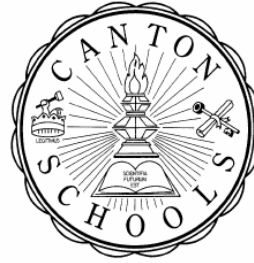


# Canton Public Schools Canton, Connecticut



## Application for non-certified position

(Note: Even though information may be repeated on a résumé, please complete all fields.)

Date of application: \_\_\_\_\_

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|           |            |                |
|-----------|------------|----------------|
| Last Name | First Name | Middle Initial |
|-----------|------------|----------------|

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|                      |           |
|----------------------|-----------|
| Present home address | Telephone |
|----------------------|-----------|

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|                          |           |
|--------------------------|-----------|
| Present business address | Telephone |
|--------------------------|-----------|

Where do you prefer to be contacted?  At home  At work  Either

Position desired:

- |   |                                       |   |
|---|---------------------------------------|---|
| <input type="checkbox"/> A/V Technician | <input type="checkbox"/> General Aide | <input type="checkbox"/> Monitor                |
| <input type="checkbox"/> Clerical       | <input type="checkbox"/> Library Aide | <input type="checkbox"/> Secretary              |
| <input type="checkbox"/> Custodian      | <input type="checkbox"/> Maintenance  | <input type="checkbox"/> Special Education Aide |

### References

Please list three or more people who are familiar with your professional competence. Ask them to forward letters of reference unless they are included in other application materials.

1. \_\_\_\_\_  
Name Title Address Telephone

2. \_\_\_\_\_  
Name Title Address Telephone

3. \_\_\_\_\_  
Name Title Address Telephone



What licenses/certificates do you hold?

| <i>Field</i> | <i>State</i> |
|--------------|--------------|
| _____        | _____        |
| _____        | _____        |
| _____        | _____        |

**Professional Experience**

Beginning with your most recent employment:

| Dates<br>From – To | Title | Organization,<br>District or<br>Community | Location | Reason for<br>Leaving |
|--------------------|-------|---|----------|-----------------------|
| _____              | _____ | _____                                     | _____    | _____                 |
| _____              | _____ | _____                                     | _____    | _____                 |
| _____              | _____ | _____                                     | _____    | _____                 |
| _____              | _____ | _____                                     | _____    | _____                 |
| _____              | _____ | _____                                     | _____    | _____                 |
| _____              | _____ | _____                                     | _____    | _____                 |
| _____              | _____ | _____                                     | _____    | _____                 |
| _____              | _____ | _____                                     | _____    | _____                 |

**Education**

Undergraduate

Institution Granted \_\_\_\_\_

Dates Attended \_\_\_\_\_ Specialization \_\_\_\_\_

Degree \_\_\_\_\_

Graduate

Institution Granted \_\_\_\_\_

Dates Attended \_\_\_\_\_ Specialization \_\_\_\_\_

Degree \_\_\_\_\_

Additional

Institution Granted \_\_\_\_\_

Dates Attended \_\_\_\_\_ Specialization \_\_\_\_\_

Degree \_\_\_\_\_



**1. Have you ever been convicted of a felony or any other criminal offense, either within or outside the State 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 it to this application. NOTE: For the purpose of this application, a plea of 'no contest' or 'nolo contendere' is a conviction.

**2. Has there ever been a disposition of criminal charges against you other than a dismissal or acquittal?**

Yes  No

If yes, identify the approximate date, location and nature of each such disposition and of the charges against you on a separate sheet of paper and attach to this application.

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

Yes  No

If yes, identify the jurisdiction in which such charges are pending, the nature of the charges against you and provide explanation on a separate sheet of paper and attach to this application.

**4. Are you currently enrolled in a program of deferred adjudication (e.g., accelerated rehabilitation, pre-trial drug or alcohol education pursuant to Connecticut General Statutes 54-56g)?**

Yes  No

If yes, identify the jurisdiction in which such program is pending and provide an explanation of the nature of such program and the criminal charges against you on a separate sheet of paper and attach to this application.

**5. Have you ever been asked to resign or leave of position of employment?**

Yes  No

If yes, please explain on a separate sheet of paper and attach to this application.

**6. Are you legally eligible for employment in this country?**

Yes  No

I understand that if I am employed by the Canton Board of Education I will be required to submit to a state and national criminal history check for a period of 30 days from my date of employment and I will be required to submit fingerprinting, at my expense, for purposes of submitting my fingerprints 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 that has not been disclosed as part of my application for employment, my employment will be subject to termination.

I hereby authorize any and all law enforcement agencies, current and former employers, credit agencies, academic institutions and any other persons or entities to supply any information regarding my background to the Canton Public School System and its agencies and employees and I hereby release all such former employers, law enforcement agencies, credit agencies academic institutions, other persons or entities and their agents and employees from any liability arising from the supplying and use of such information.

I declare under penalties of false statement that I have read and understand the terms of this employment application and attest to the truth and accuracy of the information I have provided, herein. I understand that false, misleading statements on this application shall be basis for disqualification from further consideration for employment and, if I am employed, for dismissal from employment.

Signed \_\_\_\_\_

Date \_\_\_\_\_

# Canton Public Schools Personal Data Form



## Additional Information

- Include, on one separate sheet of paper, other information regarding honors, accomplishments, workshops or publications. If this information is provided on a résumé, please submit the material in that form.
- Ask your college Placement Office and/or Registrar's Office to forward your credentials including letters of reference and transcripts indicating degrees awarded.
- Include a copy of your State of Connecticut Teaching Certificate

## Application Instructions

To be considered, please submit the following:

- A completed application

If applicable, please include:

- Letter of application
- An up-to-date résumé
- Three letters of recommendation
- Copies of graduate and undergraduate transcripts
- Copy of State of Connecticut Teaching Certificate (*if applicable*)

**Submit your completed application and related materials to:**

Kevin D. Case  
Superintendent of Schools  
Canton Public Schools  
4 Market Street, Suite 100  
Canton, CT 06019

*The Canton Board of Education is an Equal Opportunity Employer.*