



# PANAMA CENTRAL SCHOOL

PANAMA, NEW YORK

*"A SMALL RURAL SCHOOL WITH EVERYTHING"*

## Employment Application

Application Date \_\_\_\_\_

### Personal Information

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Initial \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Social Security # \_\_\_\_\_

City, State Zip \_\_\_\_\_

### Position Desired

**Position desired? (check all that apply)**

- Teaching Assistant
- Cafeteria Monitor
- Custodian
- Office Personnel
- Teacher Aide
- Cleaner
- Bus Driver
- Bus Attendant

**Employment type desired?**

- Full-time
- Substitute
- Part Time
- \_\_\_\_\_
- Date Available \_\_\_\_\_

**Have you applied here before?**

Yes \_\_\_\_\_ No \_\_\_\_\_

\_\_\_\_\_

If so, date applied \_\_\_\_\_

\_\_\_\_\_

Position \_\_\_\_\_

### Professional Preparation

	Name of School or Institution and Location	Course of Study	Diploma or Degree	Did you Graduate
High School				
College				
Special or Occupational				

### Work Experience (Please list most recent experience first)

	Employer and Location	Dates	Position Held	Reason for Leaving
1	_____	_____	_____	_____
	_____	_____	_____	_____
2	_____	_____	_____	_____
	_____	_____	_____	_____
3	_____	_____	_____	_____
	_____	_____	_____	_____

## References

	Name	Address	Phone	Position
1				
2				
3				

## Additional Information

**Check appropriate box to the right of each question.**

- A. Were you ever dismissed or discharged from any employment for reason other than lack of work or funds?      Yes      No
- B. Did you ever resign from any employment rather than face dismissal?      Yes      No
- C. Have you ever been convicted of any crime (felony or misdemeanor)?      Yes      No

If you answered "Yes" to any of the above, please give specifics on a separate sheet of paper and attach. If you elect not to provide specifics or if such explanation is insufficient, you may be required to submit further information.

None of the above circumstances represents an automatic bar to employment. Each case is considered and evaluated on individual merits in relation to the duties and responsibilities of the position for which you are applying.

I give Panama Central School permission to contact my former employer(s) for reference. I also release my previous employer(s) from any legal liability for the information they provide.

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Date

I verify that the information supplied herein is complete and truthful. Any misrepresentation or admission can be justification for refusal of employment, or, if employed, termination of employment.

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Date

Thank you for completing this application and for your interest in Panama Central School.

**Please return to:  
Bert Lictus, Superintendent  
Panama Central School  
41 North Street  
Panama NY 14767**

### FOR OFFICE USE ONLY

Date

Application Received      \_\_\_\_\_

Received Resume      \_\_\_\_\_

Received References      \_\_\_\_\_

Interview Scheduled      \_\_\_\_\_

This application form is considered current for 3 years only after its receipt by the district. At the end of this period, it will be necessary for your to reapply by filling out a new application.

**Panama Central School is an equal opportunity employer and does not discriminate on the basis of sex, color, race, religion, natural origin, age, marital or veteran status, or the presence of a non-job-related medical condition or handicap.**