

# PORT JERVIS PUBLIC SCHOOLS

9 Thompson Street  
PO Box 1104  
Port Jervis, NY 12771  
(845) 858-3175



Last Name

First Name

## APPLICATION OF

\_\_\_\_\_

(Please Print)

\_\_\_\_\_

Date of Application

## POSITION PREFERENCE

First Choice:

\_\_\_\_\_

Level/Subject Area

Second Choice:  
(optional)

\_\_\_\_\_

Level/Subject Area

Third Choice:  
(optional)

\_\_\_\_\_

Level/Subject Area

AN EQUAL OPPORTUNITY EMPLOYER

### PERSONAL DATA

NAME Dr.  
Mr.  
Mrs.  
Ms.

\_\_\_\_\_  
 LAST FIRST MIDDLE

ADDRESS \_\_\_\_\_ Telephone #: (     ) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Social Security #: \_\_\_\_\_ NYS Tchr's Ret System #: \_\_\_\_\_  
(if available)

Are you a citizen of the United States? YES \_\_\_\_\_ NO \_\_\_\_\_ e-mail address below: \_\_\_\_\_

Have you ever been convicted of a crime? YES \_\_\_\_\_ NO \_\_\_\_\_

### EDUCATION AND PROFESSIONAL TRAINING

Name & Location of School	Dates Attended	Type of Diploma Earned		
High School				

  

Name & Location of School(s)	Dates Attended	Major	Minor	Degree Earned
Undergraduate				

  

Name & Location of School(s)	Dates Attended	Area of Specialization	# of Credits Earned	Degree Earned
Graduate				

### CERTIFICATION

TYPE Perm, Prov, CQ	Valid in State of	Subject Area(s)	Date of Issuance	# of Certificate	Copy Attached	
					YES	NO

### TEACHING EXPERIENCE

List most recent experience first. Include any substitute teaching and indicate as such.

Dates	Total Years	Name & Location of School	Specific Nature of Position (Grade, Level, Subject, etc.)	If Full-Time Position, Annual Salary

**Student Teaching: If fewer than 3 years of regular full-time employment, include student teaching experience here.**

Dates	Name & Location of School	Subject and/or Grade Level

Have you ever been awarded tenure? YES \_\_\_\_\_ NO \_\_\_\_\_ District \_\_\_\_\_ Date \_\_\_\_\_  
 Have you ever been denied tenure? YES \_\_\_\_\_ NO \_\_\_\_\_ District \_\_\_\_\_ Date \_\_\_\_\_

### OTHER WORK EXPERIENCE

(Business, trades, summer occupations)

Dates	Firm or Institution	Nature of Work	Full-Time Employment	Evenings, Weekends, Summer Vacation Periods, etc.

### EXTRACURRICULAR ACTIVITIES AND INTERESTS

Circle any of the following which you can coach or direct: Football Soccer Tennis Basketball Baseball Track Swimming Golf

Dramatics Clubs Newspaper Yearbook Student Government Other \_\_\_\_\_

Which of the following can you perform? Sing \_\_\_\_\_ Instrument \_\_\_\_\_ Art \_\_\_\_\_

Language(s) other than English \_\_\_\_\_

College or Community Activities \_\_\_\_\_

Hobbies, Interests, Other Abilities \_\_\_\_\_

### MILITARY SERVICE

Branch of Service	Inclusive Dates Mo-Yr      Mo-Yr	Highest Rank Attained	Nature of Assignment

Type of Separation \_\_\_\_\_ Date \_\_\_\_\_ Present Status \_\_\_\_\_

### REFERENCES

List at least three (3) references who have first-hand knowledge of your character, personality, scholarship, and teaching ability. If currently employed, include your present supervisor.

Name	Position	Business Address	Telephone Number (important)

### CANDIDATE'S STATEMENT

Applications often fail to convey a candidate's unique potential. Please comment in your own handwriting, in the space below, why your particular abilities and personality are well-suited for the teaching profession.

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### ADDITIONAL MATERIALS TO BE SUBMITTED

1. Credentials from Placement Service\*
2. Transcript of College Work\*
3. Resume
4. Other evidence to support your application

**District Mailing Address:  
Office of the Superintendent of Schools  
9 Thompson Street  
Port Jervis, NY 12771**

\*Candidate must arrange to have these forwarded to the district office

### CANDIDATE'S AFFIDAVIT

I certify that the information given in this application is correct. I understand that the making of a false statement on this application, or the withholding of information pertinent to my candidacy, may constitute grounds for dismissal.

Signature \_\_\_\_\_

Date \_\_\_\_\_

The Port Jervis School District, in compliance with the New York State Law, does not discriminate on the basis of age, color, national origin, sex, religion, marital status, or disability.