

APPLICATION FOR EMPLOYMENT  
(SUPPORT STAFF)

# East Haddam Board Of Education

P.O. Box 401, Moodus, Connecticut 06469  
Phone: (860) 873-5090 • Fax: (860) 873-5092  
Website: www.easthaddamschools.org

**Position(s) Applying For:** \_\_\_\_\_

**Name:** (Last) \_\_\_\_\_ (First) \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone No.:** \_\_\_\_\_ **Social Security No.:** \_\_\_\_\_

**EDUCATION:**

SCHOOL	ADDRESS	DATES		GRADE COMPLETED	DEGREE
		FROM MO/YR	TO MO/YR		
		/			
		/			
		/			
		/			
		/			

**EMPLOYMENT HISTORY (please start with your present or last job):**

ORGANIZATION	ADDRESS	DATES		POSITION	REASON FOR LEAVING
		FROM MO/YR	TO MO/YR		
		/			
		/			
		/			
		/			
		/			

**REFERENCES:**

NAME and POSITION	ADDRESS and PHONE NUMBER	NUMBER OF YRS. KNOWN

**SECRETARIAL CANDIDATES ONLY:**

Please list the computer programs you are proficient with (e.g. MS Word, Excel): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Typing (words per minute): \_\_\_\_\_

**Effective July 1, 1994, Connecticut State Law provides authorization to conduct criminal background checks of all employees. If the East Haddam Board of Education receives notice of a conviction of a crime which has not been disclosed below, the Board may immediately dismiss you in accordance with Connecticut General Statutes Annotated §10-221d.**

- 1) Have you ever been convicted of a felony or any other criminal offense, either within or outside the State of Connecticut? (Do not include minor traffic violations)     Yes         No

If yes, identify the approximate date, location, and nature of each such conviction:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- 2) Are any criminal charges currently pending against you, either within or outside the State of Connecticut? (Do not include minor traffic violations)     Yes         No

If yes, identify the jurisdiction in which such charges are pending, the nature of the charges, and an explanation:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- 3) Are you currently enrolled in a program of deferred adjudication (e.g., accelerated rehabilitation, pre-trial drug or alcohol education pursuant to Connecticut General Statute Subsection 56-54g)?     Yes         No

If yes, identify the jurisdiction in which you are participating, and provide an explanation of the nature of the program:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I hereby certify that there are no misrepresentations, omissions, or falsifications in the statements and answers provided on this application, and that the answers are true, complete, and accurate to the best of my knowledge.

I understand that falsifying or misrepresenting, in any way, the information provided on this application will result in my immediate employment disqualification/termination with the East Haddam Board of Education.

I authorize the East Haddam Board of Education to contact any of the educators, employers, and references listed on this application. I further authorize such educators, employers, and references to release to the East Haddam Board of Education any and all information (including documents and/or other records) regarding my education, employment history, or any other matter related to my application for employment with the East Haddam Board of Education.

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Applicant's Signature

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Date

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All applications and any records that are received by this office are kept on file for two years.

Forward completed application to:

**SUPERINTENDENT OF SCHOOLS  
EAST HADDAM BOARD OF EDUCATION  
P.O. BOX 401  
MOODUS, CONNECTICUT 06469**

The East Haddam Board of Education is an equal opportunity employer. Inquiries concerning district nondiscriminatory practices may be directed to the Superintendent of Schools, P.O. Box 401, Moodus, Connecticut, 06469.