



EDWARDS-KNOX CENTRAL SCHOOL DISTRICT

P.O. Box 630

Russell, New York 13684

315/562-8130

Fax: 315/562-2477

APPLICATION FOR TRANSPORTATION SUPERVISOR

Date _____

Name _____

Address _____

Telephone #(s) _____ E-mail: _____

Are you a U.S. Citizen? _____ Soc. Sec. # _____

Are you a member of the New York State Retirement System? _____ # _____

Have you ever been convicted of a crime? _____ If yes, give details _____

Have you ever been fingerprinted for the NYS Education Department? _____

Have you been a member of the Armed Forces of the United States? Yes _____ No _____

Branch _____ Dates of Service: _____

High School Education: Please complete the following information regarding your high school education.

High School: _____ Location: _____

Date of Graduation: _____ Type of Diploma (school/regents) _____

College Education (if any): Please list any college and universities you may have attended.

<u>Institution</u>	<u>Location</u>	<u>Dates Attended</u>	<u>Degree (if any)</u>

Work Experience: List below all present and past employment, beginning with your most recent employment.

<u>Name & Address</u>	<u>Dates From-To</u>	<u>Describe Work</u>	<u>Reason for leaving</u>	<u>Name & # of Supervisor</u>

May we contact any or all of the employers listed above? _____

References: Please list below the names, addresses and telephone numbers of three people (not relatives) whom we may contact regarding your abilities and your work. Also, please attach to this application two sealed letters of recommendation from two other references not listed below.

<u>Name</u>	<u>Address</u>	<u>Telephone #</u>	<u>Nature of Association</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

On a separate sheet of paper, please describe any supervisory and/or mechanical experience you have had that is work related. This sheet **should detail explicit examples of all your experiences.**

Do you possess a valid NYS Driver's Licence? Yes _____ No _____

Do you possess a valid NYS CDL-B with a P and S endorsement? Yes _____ No _____

It is a requirement of this job to obtain a CDL with a P and S endorsement within three months of hiring.

The facts set forth above in my application are true and complete to the best of my knowledge. In addition, I authorize the Edwards-Knox Central School District to investigate all statements in this application and to secure all appropriate information from all my employers, references, academic institutions and governmental departments and agencies. I do hereby authorize such employers, references, academic institutions and agencies to release such information and I do hereby release all of those employers, references, academic institutions and the Edwards-Knox Central School District from any and all liability arising from their giving or receiving information about my employment history, my academic credentials or qualifications and my suitability for employment with the Edwards-Knox Central School District.

Signature of Applicant: _____

Please return this completed form, attaching two sealed reference letters to: Ms. Suzanne Kelly, Superintendent of Schools, Edwards-Knox Central School, P.O. Box 630, Russell, New York 13684.

Edwards-Knox Central School is an Equal Opportunity Employer. Suzanne Kelly is the Compliance Officer for Title IX. Any inquiries regarding compliance with Title IX should be directed to the Compliance Officer at the address listed above, telephone (315)562-8130, or through the Director of the Office of Civil Rights, Department of Health, Education and Welfare, Washington, D.C.