

FORESTVILLE CENTRAL SCHOOL DISTRICT  
12 Water Street, Forestville, NY 14062  
PHONE (716) 965-2742 FAX: (716) 965-2117

[www.forestville.com](http://www.forestville.com)

The Forestville Central School District does not discriminate in its employment and admission to programs and activities as applicable, on the basis of actual or perceived race, color, creed, sex, sexual orientation, national origin, religion, age, economic status, marital status, veterans' status, political affiliation, domestic victim status, use of a guide dog, hearing dog or service dog, disability, or other classifications protected under federal or state law, and provides equal access to the Boy Scouts and other designated youth groups. The designated district compliance officers will coordinate compliance with the nondiscrimination requirements of Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, as amended, the Boy Scouts of America Equal Access Act, and the New York State Human Rights Law.

The Forestville Central School District Compliance Officers are: Superintendent, 12 Water Street, Forestville, NY 14062 (716) 965-6539, MS/HS Principal, 4 Academy Street, Forestville, NY 14062 (716) 965-2711, Elementary Principal, 12 Water Street, Forestville, NY 14062 (716) 965-2742. Complaints may also be filed with the Office for Civil Rights, New York Office, U.S. Department of Education, 32 Old Slip, 26th Floor, New York, NY 10005-2500, phone (646) 428-3800, fax (646) 428-3843, email: [OCR.NewYork@ed.gov](mailto:OCR.NewYork@ed.gov).

APPLICATION FOR SUPPORT STAFF SUBSTITUTE POSITIONS

(Please type or print in ink)

Name: \_\_\_\_\_ SS#: \_\_\_\_\_  
Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
\_\_\_\_\_ Cell Phone: \_\_\_\_\_  
E-mail address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Are you 18 years or older? \_\_\_\_\_ If not, state your age \_\_\_\_\_

List any additional names used by you to enable us to check your work, education and other records:

\_\_\_\_\_

Are you a member of the NYS Employees' Retirement System? \_\_\_\_\_ ERS #: \_\_\_\_\_

Have you been fingerprinted by the New York State Education Department? \_\_\_\_\_

(If not, there is a fee of \$101.75 payable to MorphoTrust/IDEMIA before you may be hired.)

Have you ever been convicted of a felony or misdemeanor? \_\_\_\_\_

Do you have any pending arrests or criminal investigations against you at this time? \_\_\_\_\_

If yes to either of the above two questions, please explain on a separate sheet of paper.

Have you previously worked for Forestville Central School District? \_\_\_\_\_

If yes, when and what position did you hold? \_\_\_\_\_

Identify any Forestville employee(s) you are acquainted with: \_\_\_\_\_

\_\_\_\_\_

Positions that you would like to be considered for:

Clerical \_\_\_\_\_ Custodial \_\_\_\_\_ Maintenance \_\_\_\_\_ Food Service \_\_\_\_\_ Transportation \_\_\_\_\_

Teacher Aide/School Monitor \_\_\_\_\_

Educational Background: (Please attach unofficial college transcripts)

High School \_\_\_\_\_ Location \_\_\_\_\_ Diploma Type \_\_\_\_\_

College \_\_\_\_\_ Location \_\_\_\_\_ Degree \_\_\_\_\_ Date Received \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other \_\_\_\_\_ Location \_\_\_\_\_ Type \_\_\_\_\_

Military Service:

Military Specialty \_\_\_\_\_ Highest Rank \_\_\_\_\_

Honors Received \_\_\_\_\_

Employment Experience:

Position/Title	Agency/Location/Phone	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____

Additional Knowledge and/or Training:

Clerical and Aide Applicants Only:

Can you type? \_\_\_\_\_ Number of words per minute \_\_\_\_\_

Using a scale of A - Excellent; B – Above Average; C- Average; D – Poor; and NE – No Experience, list your evaluation of your different skill and experience level in the following areas:

Calculator \_\_\_\_\_ Copy Machine \_\_\_\_\_ Computer \_\_\_\_\_

Custodial/Maintenance Applicants Only:

Using a scale of A - Excellent; B – Above Average; C- Average; D – Poor; and NE – No Experience, list your evaluation of your different skill and experience level in the following areas:

Carpentry \_\_\_\_\_ Plumbing \_\_\_\_\_ Painting \_\_\_\_\_ Waxing \_\_\_\_\_ Heating \_\_\_\_\_

Grounds keeping \_\_\_\_\_ Tractor/Truck Operation \_\_\_\_\_ Cleaning \_\_\_\_\_

Food Service Applicants Only:

List all food-related experience (preparation and serving which you have accomplished)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Transportation Applicants Only:

Applicants must complete and file the State Education Department Bus Drivers' Application Form.

Do you already possess a Commercial Class B with passenger endorsement license? \_\_\_\_\_

Other experiences, training, interests and or hobbies that you feel are relevant:

\_\_\_\_\_  
\_\_\_\_\_

Activities/organization membership/offices/honors or awards received:

\_\_\_\_\_  
\_\_\_\_\_

References:

Name	Occupation	Address	Phone
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____