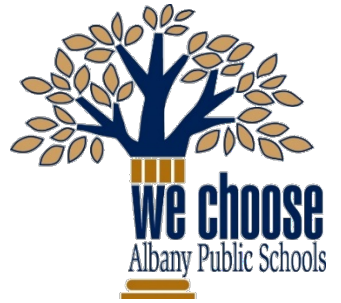


# CIVIL SERVICE APPLICATION



## City School District of Albany

Office of Human Resources | 1 Academy Park | Albany, NY 12207  
 (518) 475-6055 | humanresources@albany.k12.ny.us

Date

Position applying for

Years of experience in this work

## Personal information

*Please print.*

Last name

First name

Middle initial

Present address

City

State

Zip

Social Security number

Phone number

Email

Are you eligible to work in the United States?

 Yes

 No

Please indicate any special accommodations required for you to perform the duties for this position applying for:

## Education

	School name/location	Dates attended (month/year)	Degree/diploma/certificate
High school			
College (undergraduate)			
College (graduate)			
Other programs/sessions			

## Current employment

Last employer  Employer's address

Employer's phone number  Name of supervisor  Start date  End date

Type of work performed:

Reason for leaving:

## Previous work experience

Employer	Start date	End date	Type of work	Name of supervisor
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please list other skills relevant to the position applying for:

Have you ever been dismissed from a position? If yes, please explain. Yes  No

## References

*Give the names of three persons who have closely observed your work and who have first-hand knowledge of your character, personality and work habits who may be contacted as references.*

Name	Address (Street, city, state, zip)	Phone number
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Have you had any experience working with children? If yes, please explain. Yes  No

## Applicant's statement

*Please give any additional information which you think might be helpful to us in evaluating your application, and state your reason for seeking employment with the City School District of Albany.*

I certify that the information contained in this application is true and correct to the best of my knowledge, and I understand that false or incorrect information in this application is grounds for disqualification from further consideration or for subsequent dismissal from employment if I am hired.

I also agree to notify the City School District of Albany of any material changes in the information provided on this application. I hereby consent to have the City School District of Albany contact anyone it deems appropriate to investigate or verify any information I have given or to discuss my background, past performance, or suitability for employment.

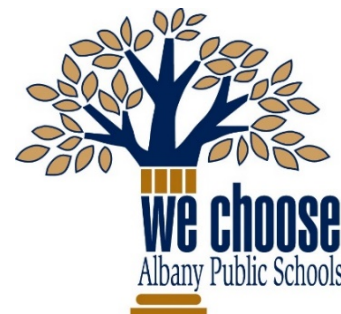
Further, I hereby authorize my former employer(s), reference(s) and any other individual or organization to provide information solicited by the City School District of Albany, and hereby release and discharge each of the above, including the City School District of Albany, from any liability of any kind or nature and waive all rights to bring any action for defamation, invasion of privacy, or any similar course of action against anyone contacted as a result of what he or she may say about me.

Signature of applicant

Date

Applications may be returned to:

City School District of Albany  
Office of Human Resources  
1 Academy Park  
Albany, NY 12207  
(518) 475-6055  
[humanresources@albany.k12.ny.us](mailto:humanresources@albany.k12.ny.us)



The City School District of the City of Albany, New York, does not discriminate on the basis of Age, Race, Color, National Origin, Sex, Disability or Marital Status in Employment or any of the educational programs and activities which it offers or operates, as it is required to do by Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the New York State Human Rights Laws.