

**CHELSEA PUBLIC SCHOOLS
CITY HALL
500 BROADWAY
CHELSEA, MA 02150**

APPLICATION FOR:

STATUS: FULL-TIME
 PART-TIME

- Teacher Aide: Bilingual
- Special Ed. (**Transcripts or PARAPRO test results must be attached**)
- Clerical
- Cafeteria
- Custodial
- Coach (sport) _____
- Crossing Guard
- Security Monitor
- Other _____

Name: _____ Soc. Sec. # _____
 Last First Middle

Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

EDUCATION:

High School: _____ Course: _____ Date Graduated: _____

Business School: _____ Degree: _____ Date Graduated: _____

College: _____ Degree: _____ Date Graduated: _____

SPECIAL SKILLS:

Clerical Positions:

Typing yes no

Bookkeeping yes no

Computer yes no

Word Processing yes no

Other: _____

List any additional skills applicable for the position for which you are applying:

Are you physically able to perform the duties of the job for which you are applying? _____

Please list any previous experience starting with the most recent job held:

Employer	Position Held	Supervisor	Date
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Please list three references, including your most recent supervisor and two other persons to whom we may speak about your job related skills:

Name	Address	Telephone #
1.		
2.		
3.		

Have you ever been disciplined, discharged, or asked to resign from a prior position? yes no

Have you ever been charged with or investigated for sexual abuse of another person? yes no

Have you ever been charged with, pleaded guilty or "no contest" (nolo contendere) to, or been convicted of any crime involving sexual abuse of any person or any other crime of moral turpitude? yes no

Have you (a) ever been convicted of a crime, other than a motor traffic offense: or (b) ever entered a plea of guilty or a plea of "no contest" (nolo contendere), or has any court ever deferred further proceedings without a finding of guilty and placed you on probation for any crime other than a minor traffic offense? yes no

If you have answered yes to any one of the previous questions, please explain in detail, including the date of the court action, the offense in question, and the address of the court involved:

Any falsification of information or misleading information in this application shall be fully sufficient grounds to refuse to employ or having been employed, shall be immediate cause for dismissal/discharge.

My signature below constitutes authorization to check my employment history, including without limitations criminal arrest, and conviction records checks, and release of investigatory information possessed by any state, local or federal agency. I further authorize those persons, agencies or entities that the Chelsea Public Schools contact in connection with my employment application to fully provide Chelsea Public Schools any information on the matters set forth above.

Signature

Date

The Chelsea Public Schools is an Equal Opportunity Employer