



**GENERAL BROWN CENTRAL SCHOOL
DISTRICT OFFICE
PO BOX 500
DEXTER, NEW YORK 13634
Phone (315) 779-2311 – Fax (315) 639-6916**

**APPLICATION FOR NON-INSTRUCTIONAL EMPLOYMENT
POSITION OF REGULAR OR SUBSTITUTE SCHOOL BUS DRIVER**

Please Print or Type

Position Desired _____ Date _____

Full Time / Part Time (Circle One)

Name _____
Last First Middle

Other names, current or previous, under which you are or have been employed _____

Address _____
No. Street / PO Box City State Zip Code

Phone _____ Social Security Number XXX-XX-_____

E-Mail address (required) _____

Personal Information

Do you have any impairments (physical, mental, or medical) which would interfere with your ability to perform the job for which you have applied? (Explain briefly) _____

Have you ever had any convulsions or periods of unconsciousness? _____

Are you currently taking any drugs or medications? Yes ___ No ___ If so, explain _____

Do you use intoxicants? Frequently ___ Seldom ___ Never ___

Are there any positions or types of positions for which you should not be considered or job duties you cannot perform because of a physical, mental, or medical disability? (Please describe) _____

Have you ever been convicted of a crime? Yes ___ No ___ If yes, please explain. _____

Military Service

Have you ever served in the armed forces? Yes ____ No ____ If yes, what branch? _____

Dates of Duty: From _____ To: _____
Month Day Year Month Day Year

Rank at Discharge _____

List duties in the service including special training: _____

Certification and Licensure

Class of Current Driver's License _____ Expiration date of such license _____

Motorist Identification No. _____ State of issuance _____

How many years have you driven? ____ Have you ever had an accident while driving the past five years which resulted in injuries to yourself or others? Yes ____ No ____ If yes, describe the extent of accident or accidents _____

Have you been convicted of moving traffic violations (reckless driving, speeding, etc.) or of any criminal act during the past three years? Yes ____ No ____ If yes, give:

Date Charge Court and Location

Have you attended a Bus Driver Training Course? Yes ____ No ____

Other such courses? Yes ____ No ____ If yes, give date, place and duration of each course _____

Active driving experience: _____ years passenger bus or heavy truck
_____ years truck or station wagon

Education (Including High School)

Name of Institution	Location	Major	Minor	Degree or Hours Completed
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Work Experience

(List most recent employer first)

Name of Employer	Address	Position	Dates Employed	Reasons For Leaving
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Have you ever worked for General Brown Central School before? Yes ____ No ____

If yes: When? _____ Under what name? _____

References

(Especially include supervisors under whom you have worked)

	Name	Address	Phone Number
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

***Attach to this application form** at least three (3) statements from three different persons who are not related to you by either blood or marriage, pertaining to your moral character and reliability.

New York State Employees' Retirement System

If your employment is on a part-time, temporary or provisional basis or less than 12 months per year, membership is optional.

1. Are you a member of the NYS Employee's Retirement System? Yes ____ No ____

If yes, what is your number? _____

You have the right to join the NYS Employees' Retirement System.

Do you wish to join? Yes ____ No ____

2. Are you a U. S. Citizen? Yes ____ No ____

3. Have you ever been dismissed from a position or resigned, to avoid dismissal? Yes ____ No ____

If yes, please explain _____

The facts set forth above in my application for employment are true and complete. I understand that if employed, false statements on this application may be considered sufficient cause for dismissal. You are hereby authorized to make any investigation of my personal history and financial and credit record through any investigative or credit agencies or bureaus of your choice.

Signature of Applicant

Date

All school employees must submit fingerprints to New York State. If an unfavorable response is received from New York State, your position may be terminated.

Civil Rights Acts prohibit discrimination in employment because of sex, race, color, religion, national origin, or handicapping condition. Public Law 90-202 prohibits discrimination because of age. The laws of New York State and the policies of the General Brown Central School are in compliance with the Federal laws.

TO: Board of Education
General Brown Central School District
PO Box 500
Dexter, NY 13634

SUBJECT: Letter of Recommendation

I have known _____ for approximately _____ years.

He / She is..... (please make comments below)

I would / would not recommend _____ as a General Brown Central School District school bus driver.

Your Name (Please print)

Your Address (Please print)

Your Telephone Number

Please check an appropriate box:

	GOOD	FAIR	POOR	DON'T KNOW
CHARACTER				
HONESTY				
REPUTATION				
CITIZENSHIP				
DRIVING HABITS				
DEPENDABILITY				

Your Signature

____/____/____
Date

Please make any additional comments on the back of this sheet or on an attached sheet.