

ADMINISTRATION APPLICATION

CANDOR CENTRAL SCHOOL
CANDOR, NEW YORK 13743

1. Complete this application and forward by May 17, 2019, to:
Jeffrey J. Kisloski, Superintendent of Schools
Candor Central School
P. O. Box 145
Candor, NY 13743
2. You are invited to attach any additional supporting information and/or to enclose other materials for consideration.
3. Request that your college or university placement office mail a copy of your confidential folder to the above address.
4. You will be contacted if an interview is to be scheduled.
5. The Candor Central School District is an equal opportunity/affirmative action employer and does not discriminate on the basis of sex, race, religion, age, etc.
6. Application and supporting materials must be submitted no later than May 17, 2019.

PERSONAL INFORMATION

Last Name

First

Middle

Business Address: _____ Telephone: () _____

Home Address: _____ Telephone: () _____

E-mail Address: _____

Present Position: _____

Type of Organization or Name of School District: _____

Personnel Responsible to You: No. of Teachers _____ No. Others _____

PROFESSIONAL PREPARATION

UNDERGRADUATE:

| Institute and Location | Major/Minor | Degree | Graduate Date |
|------------------------|-------------|--------|---------------|
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GRADUATE:

| Institute and Location | Major/Minor | Degree | Graduate Date |
|------------------------|-------------|--------|---------------|
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List all certificates which you have earned in education:

| Title of Certificate | Date Issued | Certificate No. | Valid in State of |
|----------------------|-------------|-----------------|-------------------|
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Do you presently possess a certificate valid in New York State for the position of School Administrator and Supervisor or School District Administrator (SAS or SDA)? Yes ___ No___

EMPLOYMENT HISTORY

List all experience in REVERSE chronological order. Include both school and non-school experience. Also, any military service.

| Organization Name and Location | Title of Position | Years From/To | Size/Unit |
|--------------------------------|-------------------|---------------|-----------|
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| Professional and/or Civic Organizations | Title of Position | Years From/To | Size/Unit |
|---|-------------------|---------------|-----------|
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Describe your philosophy on leadership:

Describe briefly the single achievement, at any stage of your professional career, which gave you the most satisfaction or which was most effective:

Describe briefly why you are interested in being an Administrator at Candor Central School. What would you hope to accomplish in this position?

REFERENCES

List the names of persons who, during the past five years, are knowledgeable as to your educational and/or other experience. These should be people who may be contacted soon.

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Date: _____ Signature _____