

SOUTH COLONIE CENTRAL SCHOOL DISTRICT
102 Loralee Drive
Albany, New York 12205
(518) 869-3576

FOOD SERVICE HELPER APPLICATION

Date _____ Social Security # _____ (Optional)

Name _____

Address _____

Home Phone _____ Daytime Phone _____

Are you a Veteran? () Yes () No

Are you a volunteer Fire Fighter? () Yes () No

Have you previously worked for the South Colonie Central School District? () Yes () No

If yes, please state your name at that time, year(s) worked and position held: _____

Are you a member of the NYS and Local Employees' Retirement System? () Yes () No

If yes, please indicate retirement number: _____

Have you ever been convicted of a felony or misdemeanor? () Yes () No If yes, please

explain. A conviction will not necessarily be a bar to

employment. _____

1. Available to work on the following basis:

Substitute ___ Part-time ___ Full-time ___

2. Educational Background:

	Name and Address of School	Course of Study	No. of Years Completed	Graduated (check one)
High School			1 2 3 4	Yes No
College			1 2 3 4	Yes No
Graduate/ Professional				Yes No
Other (Specify)				Yes No

3. **Employment Record:** Please list your current employer (if any), and two previous employers, dates worked and address with telephone numbers.

Current Employer: _____

Address _____ Telephone _____

Previous Employer: _____

Address _____ Telephone _____

Previous Employer: _____

Address _____ Telephone _____

4. **References:** Please list three references with telephone numbers
(Note: Persons named cannot be relatives)

1. _____

2. _____

3. _____

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Signature: _____ **Date:** _____

South Colonie does not discriminate on the basis of gender, race, color, national origin, handicap or age. Inquiries concerning this policy of equal opportunity should be made to the Title IX and Section 504 Coordinator, Mr. David D. Seaver at the District Office, 102 Lorelee Drive, Albany, NY 12205, (518) 869-3576. The selected applicant will be subject to a fingerprinting supported criminal history background check in accordance with SAVE Legislation effective July 1, 2001.. A fee of \$94.25 is required for fingerprinting and after working for 30 days, will be reimbursed at 80%.

South Colonie Food Service Department

TO: All Food Service Helpers
FROM: Renée Hanks, School Lunch Manager
RE: Information Update

In order to keep our information as up to date as possible, please answer the questions below and return to me at the District Office. Thank you.

_____ I am **not** interested in remaining a substitute but would like a permanent position.

_____ I would like to remain a substitute.

I am available to work the following days of the week:

Mon _____ Tues _____ Wed _____ Thurs _____ Fri _____

The hours I am available to work are from _____ a.m./p.m. to _____ a.m./p.m.

The buildings I will work in are:

_____ Colonie Central High School

_____ Lisha Kill Middle School

_____ Sand Creek Middle School

_____ Forest Park Elementary School

_____ Roessleville Elementary School

_____ Saddlewood Elementary School

_____ Shaker Road Elementary School

_____ Veeder Elementary School

_____ I am interested in a full-time or part-time position.

Name: _____ **Date** _____