



Application for the position of District Superintendent of Capital Region BOCES

GENERAL DIRECTIONS

Submit completed application form and materials requested below postmarked no later than **March 15, 2017** to: Rachel Yamin, Capital Region BOCES, 900 Watervliet-Shaker Road, Albany, New York 12205.

- A. Cover letter
- B. Resumé
- C. A copy of all certificates, including your New York State School District Administrator Certificate. Other credentials, including academic transcripts, will be requested later in the process.

PERSONAL INFORMATION

Last Name _____ First _____ Middle _____

Home Phone _____ Cell Phone _____

E-mail _____

Home Address _____

Town/City _____ State _____ Zip _____

Present Position _____ Current Salary _____

Name of District or Organization _____ Enrollment _____

Employer Address _____

Town/City _____ State _____ Zip _____

Type of Certificates Held _____

EMPLOYMENT HISTORY

List all career experience in reverse chronological order beginning with your present position. Please include both school and non-school experience. Use an additional page if necessary.

Institution and Location	Position	Date of Employment	Years
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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PROFESSIONAL PREPARATION

Undergraduate	Institution and Location	Major/Minor	Degree
	_____	_____	_____
	_____	_____	_____

Graduate	Institution and Location	Major/Minor	Degree
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

REFERENCES

List at least five professional references

Name _____ Title _____

Present Address _____ Home/Business Phone _____

Name _____ Title _____

Present Address _____ Home/Business Phone _____

Name _____ Title _____

Present Address _____ Home/Business Phone _____

Name _____ Title _____

Present Address _____ Home/Business Phone _____

Name _____ Title _____

Present Address _____ Home/Business Phone _____

Have you ever been found guilty of professional misconduct in any state? **Yes** **No**

Have you ever had a teaching/administrative certificate revoked or suspended? **Yes** **No**

Have you ever been denied tenure? **Yes** **No**

Have you ever been convicted of or pled guilty to a criminal violation, a misdemeanor, or a felony (other than minor traffic violations)? **Yes** **No**

If yes to any of the above questions, explain: _____

Are you a citizen of the United States? **Yes** **No**

I hereby affirm that the statements made in this application are true to the best of my knowledge and belief.

SIGNED _____ **DATE** _____

The Capital Region BOCES does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs, activities, employment, and admissions; and provides equal access to the Boy Scouts and other designated youth groups.

The following person has been designated to handle inquiries regarding the non-discrimination policies: Robert Zordan, compliance officer/coordinator, at robert.zordan@neric.org, (518) 862-4910 or 900 Watervliet-Shaker Road, Albany, NY 12205. Inquiries concerning the application of the Capital Region BOCES non-discrimination policies may also be referred to the U.S. Department of Education, Office for Civil Rights (OCR), 32 Old Slip, 26th Floor, New York, NY 10005, telephone (646) 428-3800 (voice) or (800) 877-8339 (TTY).