



**HOLY CROSS HIGH SCHOOL, FLUSHING, NY**  
**APPLICATION FOR EMPLOYMENT**

Date: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First Middle

Position Applied For: \_\_\_\_\_

Present Address: \_\_\_\_\_  
Street City State Zip Code

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

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**EDUCATION**

High School Name: \_\_\_\_\_

Location: \_\_\_\_\_ Did you graduate?  Yes  No

College/University Name: \_\_\_\_\_

Location: \_\_\_\_\_

Did you receive a degree?  Yes  No If "yes", type of degree \_\_\_\_\_

Major: \_\_\_\_\_ Minor: \_\_\_\_\_ Year Graduated \_\_\_\_\_

Graduate School Name: \_\_\_\_\_

Location: \_\_\_\_\_

Did you receive a degree?  Yes  No If "yes", type of degree \_\_\_\_\_

Post Graduate School Name: \_\_\_\_\_

Location: \_\_\_\_\_

Graduated?  Yes  No If "yes", year completed \_\_\_\_\_

Major: \_\_\_\_\_ Type of Degree: \_\_\_\_\_

Professional Training/Certification: \_\_\_\_\_

Describe any Honors, Scholarships, Awards achieved: \_\_\_\_\_

## PREVIOUS EMPLOYMENT

(Most Recent Position First)

1. Employer Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Supervisor Name: \_\_\_\_\_ May we contact Supervisor? \_\_\_\_\_  
Position held: \_\_\_\_\_ Dates employed: \_\_\_\_\_ to \_\_\_\_\_  
(mo./year) (mo./year)  
Reason for leaving:  Resignation or  Involuntary Discharge  
In either case, explain: \_\_\_\_\_

2. Employer Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Supervisor Name: \_\_\_\_\_ May we contact your Supervisor? \_\_\_\_\_  
Position held: \_\_\_\_\_ Dates employed: \_\_\_\_\_ to \_\_\_\_\_  
(mo./year) (mo./year)  
Reason for leaving:  Resignation or  Involuntary Discharge  
In either case, explain: \_\_\_\_\_

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## REFERENCES

(Please provide at least two (2) professional references)

1. Name: \_\_\_\_\_ Position \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Nature of relationship: \_\_\_\_\_ Years known: \_\_\_\_\_

2. Name: \_\_\_\_\_ Position \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Nature of relationship: \_\_\_\_\_ Years known: \_\_\_\_\_

3. Name: \_\_\_\_\_ Position \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Nature of relationship: \_\_\_\_\_ Years known: \_\_\_\_\_

## SPECIAL QUESTIONS

Briefly comment on your philosophy of teaching in relation to a Catholic High School:

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What World Languages do you speak fluently?

_____ <input type="checkbox"/> Read <input type="checkbox"/> Write	_____ <input type="checkbox"/> Read <input type="checkbox"/> Write
_____ <input type="checkbox"/> Read <input type="checkbox"/> Write	_____ <input type="checkbox"/> Read <input type="checkbox"/> Write

Do you have any physical limitations that preclude you from performing any work for which you are being considered?  Yes  No If yes, what can be done to accommodate your limitation?

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Have you been convicted of a felony or misdemeanor within the last 10 years? Yes \_\_\_ No \_\_\_

If yes, describe: \_\_\_\_\_

List any professional affiliations or memberships: \_\_\_\_\_

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Describe any extracurricular experience, special skills, or recreational interests. \_\_\_\_\_

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Have you received any Child Abuse Prevention training?  Yes  No

Have you completed VIRTUS training?  Yes  No

If yes, please provide date and location: \_\_\_\_\_

Why are you applying for professional employment at Holy Cross High School? \_\_\_\_\_

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If hired, do you have an interest in...		
Moderating clubs or other extracurricular activities?		Coaching sports?
<input type="checkbox"/> Baseball	<input type="checkbox"/> Poster/Graphics Club	<input type="checkbox"/> Baseball
<input type="checkbox"/> Basketball	<input type="checkbox"/> School Newspaper, The Lance	<input type="checkbox"/> Basketball
<input type="checkbox"/> Bowling	<input type="checkbox"/> School Yearbook, The Cross	<input type="checkbox"/> Bowling
<input type="checkbox"/> Chess and Games Club	<input type="checkbox"/> Sci-Fi and Comic Book Club	<input type="checkbox"/> Cross Country
<input type="checkbox"/> Cross Country Track	<input type="checkbox"/> Science Research Program	<input type="checkbox"/> Football
<input type="checkbox"/> Fine Arts Club	<input type="checkbox"/> Soccer	<input type="checkbox"/> Golf
<input type="checkbox"/> Football	<input type="checkbox"/> Spring Track and Field	<input type="checkbox"/> Ice Hockey
<input type="checkbox"/> Foreign Language Club	<input type="checkbox"/> Stage Crew	<input type="checkbox"/> Soccer
<input type="checkbox"/> Guitar Club	<input type="checkbox"/> Student Government	<input type="checkbox"/> Tennis
<input type="checkbox"/> Golf	<input type="checkbox"/> Tennis	<input type="checkbox"/> Track & Field - Winter/Indoor
<input type="checkbox"/> Ice Hockey	<input type="checkbox"/> Video/ TV Production	<input type="checkbox"/> Track & Field - Spring/Outdoor
<input type="checkbox"/> Jazz Ensemble	<input type="checkbox"/> Weight Training	<input type="checkbox"/> Other:
<input type="checkbox"/> Mock Trial	<input type="checkbox"/> Other:	_____
<input type="checkbox"/> National Honor Society	_____	_____
<input type="checkbox"/> Photography Club	_____	_____

**APPLICANT ACKNOWLEDGMENT AND AUTHORIZATION**

**I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.**

**I authorize Holy Cross High School to contact the employers, supervisors, managers and educational institutions and references identified above for purposes of verifying the accuracy of the information contained in this Application. I further release Holy Cross High School from any and all liability that may result from furnishing same to Holy Cross High School.**

\_\_\_\_\_  
**Dated**

\_\_\_\_\_  
**Signature of Applicant**

*Holy Cross High School does not discriminate in employment opportunities, policies or practices on the basis of race, color, sex, gender, marital status, national origin, ancestry, citizenship, age, or disability.*