



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: _____

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: _____

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:

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?

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: _____

Describe any extracurricular experience, special skills, or recreational interests. _____

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? _____

If hired, do you have an interest in...

Moderating clubs or other extracurricular activities?

- | | |
|---|--|
| <input type="checkbox"/> Baseball | <input type="checkbox"/> Poster/Graphics Club |
| <input type="checkbox"/> Basketball | <input type="checkbox"/> School Newspaper, The Lance |
| <input type="checkbox"/> Bowling | <input type="checkbox"/> School Yearbook, The Cross |
| <input type="checkbox"/> Chess and Games Club | <input type="checkbox"/> Sci-Fi and Comic Book Club |
| <input type="checkbox"/> Cross Country Track | <input type="checkbox"/> Science Research Program |
| <input type="checkbox"/> Fine Arts Club | <input type="checkbox"/> Soccer |
| <input type="checkbox"/> Football | <input type="checkbox"/> Spring Track and Field |
| <input type="checkbox"/> Foreign Language Club | <input type="checkbox"/> Stage Crew |
| <input type="checkbox"/> Guitar Club | <input type="checkbox"/> Student Government |
| <input type="checkbox"/> Golf | <input type="checkbox"/> Tennis |
| <input type="checkbox"/> Ice Hockey | <input type="checkbox"/> Video/ TV Production |
| <input type="checkbox"/> Jazz Ensemble | <input type="checkbox"/> Weight Training |
| <input type="checkbox"/> Mock Trial | <input type="checkbox"/> Other: |
| <input type="checkbox"/> National Honor Society | _____ |
| <input type="checkbox"/> Photography Club | _____ |

Coaching sports?

- | |
|---|
| <input type="checkbox"/> Baseball |
| <input type="checkbox"/> Basketball |
| <input type="checkbox"/> Bowling |
| <input type="checkbox"/> Cross Country |
| <input type="checkbox"/> Football |
| <input type="checkbox"/> Golf |
| <input type="checkbox"/> Ice Hockey |
| <input type="checkbox"/> Soccer |
| <input type="checkbox"/> Tennis |
| <input type="checkbox"/> Track & Field - Winter/Indoor |
| <input type="checkbox"/> Track & Field - Spring/Outdoor |
| <input type="checkbox"/> Other: |
| _____ |
| _____ |

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.