

**STATE OF CONNECTICUT  
BOARD OF TRUSTEES OF  
COMMUNITY-TECHNICAL COLLEGES  
EMPLOYMENT APPLICATION**

The Board of Trustees of Community-Technical Colleges is an equal opportunity employer. It is the policy of the Board that applicants for employment shall not be discriminated against on the basis of their race, color, religious creed, age, sex, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, political belief, veteran status, or sexual orientation.

PLEASE TYPE

NAME \_\_\_\_\_  
Last
First
Middle

ADDRESS \_\_\_\_\_  
Street
City
State
Zip Code

TELEPHONE(    )                      (    )                      Email: \_\_\_\_\_  
Home
Cell

COLLEGE TO WHICH YOU ARE APPLYING \_\_\_\_\_

Full-time

POSITION FOR WHICH YOU ARE APPLYING \_\_\_\_\_

Part-time     Either

**EDUCATIONAL BACKGROUND**

It is the policy of the Board to recognize only those degrees granted by regionally accredited institutions of learning. If the institution of higher learning is located outside the United States, you are responsible for providing documentation from a recognized USA accrediting service which specializes in determining foreign education equivalencies. The responsibility for and costs associated with obtaining equivalency information rests with the applicant.

Dates (mo / yr) From - To	Institution	Location (city, state)	Degree Awarded (e.g. BA, MBA)	Major/Area of Concentration

Please list any license or professional designation (e.g. P.E., C.P.A.) \_\_\_\_\_  
 \_\_\_\_\_

**EMPLOYMENT IN EDUCATION**

(List in reverse chronological order beginning with your current/last position.)

Dates (mo / yr) From - To	Institution & Location	Rank or Position	Annual Salary	Reason for Leaving

**EMPLOYMENT OTHER THAN IN EDUCATION**

(List in reverse chronological order beginning with your current/last position.)

Dates (mo / yr) From - To	Organization & Location	Position	Annual Salary	Reason for Leaving

**HAS YOUR EMPLOYMENT BEEN INVOLUNTARILY TERMINATED WITHIN THE LAST TEN YEARS?**

YES  NO Involuntary terminations include dismissals for cause, layoff and discontinuation of employment. If yes, please explain fully (attach sheet if necessary)\_\_\_\_\_

**REFERENCES**

Please list three persons who are not related to you and who have knowledge of your qualifications and fitness for the position for which you are applying. Include your immediate supervisor at your present or most recent place of employment. It is the policy of the Board to contact references for candidates who are finalists.

Name	Title / Occupation	Address	Telephone

**THIS SECTION TO BE COMPLETED ONLY BY APPLICANTS  
SEEKING EMPLOYMENT AS PART-TIME INSTRUCTIONAL PERSONNEL**

**SUBJECT AREAS WHICH YOU ARE QUALIFIED TO TEACH:** (If you do not have an advanced degree in a discipline which you consider yourself qualified to teach, please indicate the experience which qualifies you to teach in that discipline.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**AVAILABILITY:**

Days

After 5 p.m.

Weekends

**CERTIFICATION and SIGNATURE of APPLICANT**

I hereby certify that the information provided on both sides of this application is accurate, complete and true. I understand that failure to provide information which is accurate, complete and true may result in disqualification from further employment consideration or, if employed, may result in my dismissal. I agree to have official transcripts of all of my undergraduate and graduate studies submitted when requested by the employer and herewith authorize the Board of Trustees and its agents to contact references and former employers relative to my application for employment. Finally, I understand that employment, if offered, is contingent upon proof of citizenship or employability under the requirement of the Immigration Reform Control Act (IRCA).

Applicant Signature\_\_\_\_\_

Date\_\_\_\_\_