

Please Type or Print Name: _____
Last
First
Middle

Date of Application: ____/____/____
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The College will evaluate the application and the supportive data. Selected applicants who seem best qualified for the available position and level of appointment will be contacted by the College to arrange an interview.



FIVE TOWNS COLLEGE

305 North Service Road
 Dix Hills, NY 11746 - 5871
 Attn: Academic Affairs Office
jobs@ftc.edu

PROFESSIONAL STAFF APPLICATION

Position Desired

Administrative _____ Teaching _____

Rank or Title _____

Subject areas _____

Full-time _____ Part-time night _____
 Part-time day _____

Date Available _____

Street Address 1: _____ City: _____ State: _____ Zip: _____

Street Address 2: _____ City: _____ State: _____ Zip: _____

Home Telephone: _____ Cell Telephone: _____ email address: _____

Citizen of US? Yes No, I am a citizen of: _____ Non-Citizen's Visa Status and No.: _____ Soc Sec No. ____/____/____

Education: *Beginning with the most recent, indicate all academic degrees and professional study certificates you have earned. Enter all information exactly as it appears on official transcripts. Please arrange for official copies of all transcripts and dissertations prepared in fulfillment of doctoral work to be sent to the address above.*

Name of Institution	Degree/Certificate Earned (i.e., Ed.D., M.S., Ed.M., F.A., B.A. or B.S.)	Graduation Date	Degree Program (i.e., Education, Music, Liberal Arts, Business Admin.)	Major or Area of Specialization (i.e., Directing, Speech, Reading, English)

Title of Master's Thesis: _____

Title of Doctoral Dissertation: _____

If you are currently engaged in a program of higher education or professional studies, what is your present status? _____

Licenses and Certifications: List the information requested exactly as it appears on your license or certificate.

State or City of Issuance	Title of License or Certification (i.e., Initial Teacher Certification)	Specialization or Subject (i.e., Music K-12)	Date of issuance	Date of Expiration (Indicate if permanent)

Special Interests: Indicate any special interest, hobby, or membership related to your professional experience or area of expertise.

References: Submit the names of at least three (3) individuals you are willing to have the College contact with references to the extent and quality of your experience, scholarship, teaching ability, potential for professional service, and character.

Full Name	Address	Position	Professional Relationship	Telephone Number	Years Known

Additional Information

Have you ever been arrested or charged with the commission of a crime, other than minor traffic violations? Yes No

Have you ever been dismissed from a teaching or professional position for cause, other than lack of work? Yes No

Have you ever had a license to teach suspended? Yes No

Will you require any accommodations under the American's with Disabilities Act (ADA) in order to fulfill the responsibilities as a member of a college faculty? Yes No

If you answered "Yes" to any question contained in this section, please fully disclose the facts and circumstances on a separate sheet of paper and attach to this application.

This application may also be completed online at www.ftc.edu/careers. If you have questions or require assistance completing this application, contact jobs@ftc.edu.

The facts stated in this application are accurate to the best of my knowledge and belief. I understand that Five Towns College does not discriminate on the basis of age, color, religion, creed, disability, marital status, veteran status, national origin, race or sex and is an equal opportunity employer.

Signature: _____ Date: _____

Teaching Experience: Indicate the names of each educational organization to which you have formally been appointed to teach or supervise.

Institution	Personnel Office Address	Dates of Employment	Adjunct or FT	Subject Area	Rank	Salary

Total Years of FT Equivalent Teaching Experience (compute on the basis of 12 credit hours a semester equal to one-half year): _____

I am qualified to teach the following subjects (use general subject titles): _____

Work or Other Non-Teaching Professional Experience: Five Towns College recognizes that many prospective faculty members may be qualified for appointment on the basis of professional experience alone, or in combination with academic credentials. In the space provided here, please indicate each work experience, or other non-teaching professional experience related to your area of expertise, that you have had. Include the name of the organization, dates of your association, position, work title, most recent salary level, brief description of your duties and responsibilities, and the name and telephone number of a contact capable of verifying the information. Extra-curricula private music or art instruction taught outside of a secondary or post-secondary institution may be listed in this section.

Name of Organization	Dates	Position	Salary	Duties	Contact

Recognitions and Honors: Indicate any academic or professional recognition and/or honor that you have received. Please include the name of the conferring organization and date of award.

Publications, Recordings, and/or Creative Work: Indicate the names of any books, articles, research, exhibits, performances or other scholarly work that you have engaged in. Please include titles, journal names, show names and locations, and other identifying information.
