

8. COMMUNITY SERVICE

9. ADDITIONAL INFORMATION THAT MIGHT BE HELPFUL IN CONSIDERING YOUR APPLICATION

10. PLEASE IDENTIFY ANY RELATIVES OR MEMBERS OF YOUR HOUSEHOLD THAT ARE EMPLOYED AT DCC.

I hereby affirm that this application, resumé/curriculum vitae, cover letter, and any and all documents submitted by me in connection with my application for employment contain no willful misrepresentations and that the information given by me is true and complete. I understand that any false statements or misleading omissions made by me in connection with my application, or in responding to any requests for information, can be sufficient grounds for my rejection as a candidate for employment or for my immediate termination.

I authorize persons, schools, my current employer (if applicable), and previous employers and organizations named in this application (and accompanying documents if any) to provide any relevant information that may be needed to arrive at an employment decision.

I agree, if employed, to abide by all rules, policies and regulations of Dutchess Community College. I certify that the information that I have provided is complete and accurate.

Applicant's Signature _____ **Date** _____

Pursuant to University policy, the University is committed to fostering a diverse community of outstanding faculty, staff, and students, as well as ensuring equal educational opportunity, employment, and access to services, programs, and activities, without regard to an individual's race, color, national origin, religion, creed, age, disability, sex, gender identity, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence victim status, or criminal conviction. Employees, students, applicants or other members of the University community (including but not limited to vendors, visitors, and guests) may not be subjected to harassment that is prohibited by law, or treated adversely or retaliated against based upon a protected characteristic.

The University's policy is in accordance with federal and state laws and regulations prohibiting discrimination and harassment. These laws include the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964 as Amended by the Equal Employment Opportunity Act of 1972, and the New York State Human Rights Law. These laws prohibit discrimination and harassment, including sexual harassment and sexual violence.

Inquiries regarding the application of Title IX and other laws, regulations and policies prohibiting discrimination may be directed to Dutchess Community College Office of Human Resources. Inquiries may also be directed to the United States Department of Education's Office for Civil Rights, 32 Old Slip 26th Floor, New York, NY 10005-2500; Tel. (646) 428-3800; Email OCR.NewYork@ed.gov.



DUTCHESS COMMUNITY COLLEGE IS AN EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER
53 PENDELL ROAD • POUGHKEEPSIE, NEW YORK 12601-1595
(845) 431-8000 WEBSITE: SUNYDUTCHESS.EDU

DUTCHESS COMMUNITY COLLEGE

PROFESSIONAL EMPLOYMENT APPLICATION FORM

1. PERSONAL INFORMATION

A. Name: _____ **Social Security Number:** |_|_|_|-|_|_|-|_|_|_|_|_|
Mailing Address: _____ **Email Address:** _____
City: _____ **State:** _____ **Zip:** _____
Telephone: Home _____ Business _____ Cell _____

B. My major interest is in: Faculty Administrative Full Time Part Time
Position for which I am applying: _____
 If applying for a part time faculty position, list subject areas and levels which you consider yourself qualified to teach:

C. Are you a U.S. citizen or national or otherwise authorized to work in the United States? Yes No
 If "No," please state your non-immigrant status: _____

D. Can you perform the essential functions of the position with or without accommodations? Yes No

2. EDUCATION

	School	From	To	Credits Earned	Diploma/Degree Awarded
College or University:	_____	_____	_____	_____	_____
Graduate Work:	_____	_____	_____	_____	_____
Honorary Degrees:	_____	_____	_____	_____	_____

ACADEMIC SPECIALIZATION:

A. Undergraduate: Major fields of study: _____

 Minor fields of study: _____

B. Graduate: Major fields of study: _____
 Other fields of advanced study: _____

C. Thesis subject: Master's: _____
 Doctorate: _____

D. Scholastic honors: (prizes, fellowships, honorary societies, etc.): _____

3. EMPLOYMENT RECORD (LIST MOST RECENT POSITION FIRST)

A. Title of Position: _____ Dates: _____
 Name of Employer: _____
 Address: _____
 Immediate Supervisor: _____
 Brief description of duties/Teaching assignments: _____

Title of Position: _____ Dates: _____
 Name of Employer: _____
 Address: _____
 Immediate Supervisor: _____
 Brief description of duties/Teaching assignments: _____

Title of Position: _____ Dates: _____
 Name of Employer: _____
 Address: _____
 Immediate Supervisor: _____
 Brief description of duties/Teaching assignments: _____

B. What state issued licenses and certificates of a professional nature do you hold?

<i>License or certificate</i>	<i>Date issued</i>	<i>State</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Have you ever, or are you currently involved in any form of disciplinary/investigative process before any state licensing body or any accrediting body? Yes No
 If "Yes," provide details: _____

Have you surrendered or had revoked or suspended a professional license or certification? Yes No
 If "Yes," provide details: _____

4. PROFESSIONAL REFERENCES (List names, addresses, and phone numbers of persons qualified to evaluate your professional competence.)

Area Code/Telephone #

1. _____

2. _____

3. _____

4. _____

5. _____

May we contact your current employer at this time? Yes No

If not, when may we contact your employer: _____

5. BRIEFLY STATE YOUR REASONS FOR SEEKING THIS PARTICULAR POSITION AT DUTCHESS COMMUNITY COLLEGE

6. PUBLICATIONS AND RESEARCH

<i>Nature of Work</i>	<i>Title</i>	<i>Pages</i>	<i>Publisher or Journal</i>
-----------------------	--------------	--------------	-----------------------------

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

7. MEMBERSHIP IN LEARNED SOCIETIES AND PROFESSIONAL ORGANIZATIONS

<i>Name of Society or Professional Organization</i>	<i>Date of Admission</i>	<i>Offices Held</i>
---	--------------------------	---------------------

_____	_____	_____
_____	_____	_____
_____	_____	_____