

# APPLICATION FOR EMPLOYMENT

Date Received \_\_\_\_\_  
 Date Interviewed \_\_\_\_\_  
 Interviewed By \_\_\_\_\_

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

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

HOME PHONE \_\_\_\_\_ CELL \_\_\_\_\_ EMAIL \_\_\_\_\_

**EDUCATION**

**HIGH SCHOOL** \_\_\_\_\_ **ADDRESS** \_\_\_\_\_  
 From \_\_\_\_\_ To \_\_\_\_\_ Did you graduate? YES  NO

**COLLEGE/UNIVERSITY** \_\_\_\_\_ **ADDRESS** \_\_\_\_\_  
 From \_\_\_\_\_ To \_\_\_\_\_ Did you graduate? YES  NO  Degree \_\_\_\_\_ Major \_\_\_\_\_  
**Undergraduate hours:** Quarter \_\_\_\_\_ Semester \_\_\_\_\_ **Graduate hours:** Quarter \_\_\_\_\_ Semester \_\_\_\_\_  
**Student Teaching:** Name of School & Address \_\_\_\_\_  
 Subject and/or Grade \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_ Supervising Teacher \_\_\_\_\_

**OTHER** \_\_\_\_\_ **ADDRESS** \_\_\_\_\_  
 From \_\_\_\_\_ To \_\_\_\_\_ Did you graduate? YES  NO  Degree \_\_\_\_\_ Major \_\_\_\_\_

**LICENSURE/CERTIFICATION**

TYPE	GRADE(S)	SPECIFIC AREAS	STATE	LICENSE NUMBER	ISSUE & EXPIRATION DATE

ACTIVITIES YOU CAN SUPERVISE: \_\_\_\_\_

HAVE YOU EVER HELD A CONTINUING CONTRACT? NO  YES  SCHOOL DISTRICT \_\_\_\_\_

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### PREVIOUS EMPLOYMENT

(CEVSD reserves the right to contact current and/or former employers.)

**MOST CURRENT FIRST:**

Name & Address of Employer \_\_\_\_\_  
Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Job Title (Grade and/or Subject Taught \_\_\_\_\_  
Supervisor \_\_\_\_\_ From: (Mo) \_\_\_\_\_ (Yr) \_\_\_\_\_ To: (Mo) \_\_\_\_\_ (Yr) \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

Name & Address of Employer \_\_\_\_\_  
Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Job Title (Grade and/or Subject Taught \_\_\_\_\_  
Supervisor \_\_\_\_\_ From: (Mo) \_\_\_\_\_ (Yr) \_\_\_\_\_ To: (Mo) \_\_\_\_\_ (Yr) \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

Name & Address of Employer \_\_\_\_\_  
Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Job Title (Grade and/or Subject Taught \_\_\_\_\_  
Supervisor \_\_\_\_\_ From: (Mo) \_\_\_\_\_ (Yr) \_\_\_\_\_ To: (Mo) \_\_\_\_\_ (Yr) \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

Name & Address of Employer \_\_\_\_\_  
Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Job Title (Grade and/or Subject Taught \_\_\_\_\_  
Supervisor \_\_\_\_\_ From: (Mo) \_\_\_\_\_ (Yr) \_\_\_\_\_ To: (Mo) \_\_\_\_\_ (Yr) \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

### MILITARY SERVICE

Branch \_\_\_\_\_ From: (Mo) \_\_\_\_\_ (Yr) \_\_\_\_\_ To: (Mo) \_\_\_\_\_ (Yr) \_\_\_\_\_ Rank at Discharge \_\_\_\_\_  
Type of Discharge \_\_\_\_\_ If other than honorable, explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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### REFERENCES

Please list three (3) professional references, with at least one (1) from a previous employer.

NAME	RELATIONSHIP	ADDRESS	PHONE

### ASSURANCES

Are you a citizen of the United States? Yes  No  If no, are you authorized to work in the United States? Yes  No

Have you ever been convicted of a felony? Yes  No  If yes, explain \_\_\_\_\_

Have you ever worked for the Carrollton Exempted Village School District? Yes  No  If yes, when? \_\_\_\_\_

Will you consent to a physical examination should the position require? Yes  No

### CRIMINAL RECORDS CHECK

Ohio Revised Code 3319.39 prohibits a person convicted or who has pleaded guilty to certain offenses outlined in the code to be hired for a position involving care, custody, or control of a child.

I understand that to be employed at Carrollton Exempted Village School District, I must submit a certified copy of a BCI&I and FBI background check. The FBI background check must not be old than one (1) year. All costs associated with performing these background checks are solely the responsibility of the applicant. You are further advised that you may be conditionally employed by this district pending the outcome of the BCI&I and FBI checks. Should the result of these investigations indicate that you are not eligible for the position in which you are employed, you will be released from employment.

I certify that the above information is complete, true, and accurate. I understand that false or misleading information in this application and/or interview is grounds for termination of employment, and that I have a continuing duty to inform the Board of Education of any information coming to my attention after the date hereof that affects my employment or employment status. I have read this information regarding the required Criminal Records Checks and agree to the provisions stipulated.

**Any person who knowingly makes a false statement is guilty of falsification under R.C. 2921.13, a misdemeanor of the first degree. (R.C. 3319.393 (A) enacted.)**

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**Legal Notifications**

The Carrollton Exempted Village School District is an equal opportunity employer and as such, prohibits discrimination because of race, color, religion, age, handicap or disability, marital status, citizenship status, creed, national origin or sex as covered under Title I, American with Disabilities Act, Title VII of the Civil Rights Act of 1964, Equal Employment Opportunity Act of 1972, and Section 504 of the Rehabilitation Act of 1973.

Your application will remain in our active file for one (1) year. If you wish to remain active thereafter, please reapply.

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