

MILTON-UNION EXEMPTED VILLAGE SCHOOLS

7610 Milton-Potsdam Rd

West Milton, OH 45383

(937) 884-7910

APPLICATION FOR CLASSIFIED PERSONNEL

Position(s) Applied For _____ Date of Application _____

Name _____
(Last) (First) (Middle)

Address _____
(Street) (City) (State) (Zip)

E-mail _____

Telephone _____ Social Security Number _____

Have you ever been employed here before Yes No Are you legally eligible for employment in this country? Yes No
 (Proof of U.S. Citizenship or immigration status will be required upon employment.)

Date available for work _____ Type of employment desired Full Time Substitute Seasonal _____

I understand certain criminal convictions will disqualify me from employment in some or all positions.

Driver's license number (if job related) _____ State _____

Have you ever had your driver's license revoked or suspended? Yes No

Employment History

List your last three (3) employers, starting with the most recent, including military experience.

| | | | |
|----------------------|-----|---|-----------|
| From: | To: | Employer | Telephone |
| Job Title | | Address | |
| Immediate Supervisor | | Nature of work performed & job responsibilities | |
| Reason for leaving | | Hourly Rate/Salary Start \$ _____ per _____ Final \$ _____ per _____ | |
| From: | To: | Employer | Telephone |
| Job Title | | Address | |
| Immediate Supervisor | | Nature of work performed & job responsibilities | |
| Reason for leaving | | Hourly Rate/Salary Start \$ _____ per _____ Final \$ _____ per _____ | |
| From: | To: | Employer | Telephone |
| Job Title | | Address | |
| Immediate Supervisor | | Nature of work performed & job responsibilities | |
| Reason for leaving | | Hourly Rate/Salary Start \$ _____ per _____ Final \$ _____ per _____ | |

Skills and Qualifications

Please note special skills, qualifications, knowledge and/or training that may qualify you for this position.

Educational Background

| Name and Location | Years Completed | Did you Graduate? | | Course of Study |
|-------------------|-----------------|-------------------|--------|-----------------|
| High School | | | | |
| College | | Major | Degree | |
| Other | | | | |

References

| Name | Address | Telephone | Years Known |
|------|---------|-----------|-------------|
| | | | |
| | | | |
| | | | |

I certify that the answers given in this application, as well as the information contained in any resume and transcript I submit, are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in my application, resume, and transcript as may be necessary in arriving at an employment decision.

In the event of employment, I understand that false and misleading information given in my application, resume, transcript, or interview(s) may result in discharge.

I also understand that I am required to provide a set of impressions of my fingerprints, at expense of applicant, and that a criminal records check is required to be conducted and satisfactorily completed, in accordance with Section 109.572 of the Ohio Revised Code, as a precondition to my employment.

In accordance with Federal law, any person employed by this District must provide evidence that s/he is eligible to work in the United States.

I have read the job requirements, as posted, and I certify that I am able to perform all requirements, including physical or agility requirements, if any, without restrictions.

Signature of Applicant _____

Date _____

NOTE: This application will be kept on file for one school year beyond application date.

STATEMENT OF NONDISCRIMINATION

It is the policy of this District that no candidate for a position in this District shall be discriminated against on the basis of race, color, religion, national origin or citizenship status, creed or ancestry, age, gender, marital status, non-disqualifying disability, height, or other protected categories