



## Geneva Area City School District Administrative Application

\*Please Print or Type **PERSONAL DATA**

Date: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First Middle Initial

Permanent Address: \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_  
City State Zip

Email Address: \_\_\_\_\_ Years of Administration: \_\_\_\_\_

### **EDUCATIONAL DATA**

School or College	Location	Diploma/Degree	Year
<u>Graduated</u>			
_____			
_____			
_____			
_____			
_____			

Undergraduate Major \_\_\_\_\_ Minor \_\_\_\_\_ Graduate Major \_\_\_\_\_ Minor \_\_\_\_\_

### **CERTIFICATION**

Please list the types of Ohio Administrative Certificates you currently hold:

\_\_\_\_\_

Administrative area of preference \_\_\_\_\_

## **ADMINISTRATIVE EXPERIENCE**

<u>Name &amp; Location of School</u>	<u>Assignment</u>	<u>Dates (from most recent)</u>

## **OTHER EXPERIENCE**

<u>Employer and Location</u>	<u>Type of Work</u>	<u>Dates</u>

Please list below the specific areas of your previous administrative assignments:

---

---

---

---

---

Interests and Hobbies: 

---

Professional or Community Organizations: 

---

**REFERENCES:** Please list at least three (3) references who have first hand knowledge of your performance as an administrator:

<u>Name</u>	<u>Address/Phone Number</u>	<u>Position</u>

May we contact the above listed individuals? ☐ Yes ☐ No

**CONTRACT STATUS:**

Are you currently under contract? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, which district? \_\_\_\_\_

If yes, when does it expire? \_\_\_\_\_

When may your present employer be contacted? \_\_\_\_\_

-----

When are you available for an interview? \_\_\_\_\_

When would you be available to begin this assignment? \_\_\_\_\_

Please return completed application to:

Geneva Area City School District  
135 South Eagle Street  
Geneva, Ohio 44041

Email: Dr. Terri Hrina-Treharn, Superintendent  
[terri.hrinatreharn@genevaschools.org](mailto:terri.hrinatreharn@genevaschools.org)

The Geneva Area City School District does not discriminate on the basis of race, color, national origin, sex, handicap, or religion in the educational programs and/or activities operated by the district insofar as employment opportunities. The District considers applicants for all positions without regard to race, color, religion, sex, national origin, age, marital status, the presence of a non-related medical condition or handicap or any other legally protected status. The District is an Equal Opportunity Employer.