

# SENECA EAST LOCAL SCHOOL DISTRICT



13343 EAST US 224  
ATTICA, OH 44807  
WWW.SE-TIGERS.COM

## APPLICATION FORM—TEACHER

Position for which you are applying: \_\_\_\_\_

### A. PERSONAL INFORMATION

Name \_\_\_\_\_  
(last name) (first name) (middle initial)

Home Address \_\_\_\_\_

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

Work Address \_\_\_\_\_

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

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email Address \_\_\_\_\_

Date Application Submitted \_\_\_\_\_

### B. CURRENT POSITION (please respond on each item)

Present Title \_\_\_\_\_ Since \_\_\_\_\_

Employer \_\_\_\_\_

Employer Address \_\_\_\_\_

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

Present Annual Salary \$ \_\_\_\_\_

C. EDUCATIONAL BACKGROUND

Please list the colleges or universities you have attended and the degrees received. List them in order, beginning with the most recent.

Name/Location of Institution	Year (s)	Degree	Major

D. TEACHING EXPERIENCE

Please list teaching experience first, beginning with your current assignment.

Position	Name of District	City and State	Specific Years Employed

(Please explain any gaps in employment—if any.)

E. OTHER RELEVANT EMPLOYMENT OR EXPERIENCE

Position	Employer	City and State	Specific Years Employed

F. REFERENCES

Please list four individuals who are very familiar with your professional work and who may be contacted.

Name of Individual	
Official Position	
Business Phone	
Home Phone	
Email Address	

Name of Individual	
Official Position	
Business Phone	
Home Phone	
Email Address	

Name of Individual	
Official Position	
Business Phone	
Home Phone	
Email Address	

Name of Individual	
Official Position	
Business Phone	
Home Phone	
Email Address	

G. NARRATIVE RESPONSE

On a separate sheet (s) of paper, please respond to each of the following questions:

- 1. Why do you want to be a teacher for Seneca East Local Schools?
- 2. What experience do you have specific to the position you are applying for and how would you use that experience to be a success in the Seneca East Local Schools?

H. HONORS AND DISTINCTIONS

List degrees, honors, commendations, elective or appointive offices held, or other distinctions received.

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## I. BACKGROUND INFORMATION

If you answer **“yes”** to any of the following questions please attach a written response describing, in detail, an explanation of the circumstances involved:

1. Have you ever been terminated or discharged, or resigned at the request of your employer from any job related to K-12 education?    ☐ **yes**    ☐ **no**
2. In connection with your professional responsibilities, have you ever been the subject of a complaint or been disciplined by a court or a licensing board of any state?    ☐ **yes**    ☐ **no**
3. Are you currently under investigation, by any regulatory body, for any alleged misconduct or other alleged grounds for discipline?    ☐ **yes**    ☐ **no**

## J. CURRENT EMPLOYMENT STATUS

1. Do you currently hold a valid Ohio Teacher’s License with appropriate endorsement for the position you are applying for?    ☐ **yes**    ☐ **no**

Please list your endorsements:

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2. Are you currently under contract for any school district next year?    ☐ **yes**    ☐ **no**

## K. AUTHORIZATION

Please read carefully and sign your name if you agree to the terms of this understanding.

I hereby certify that the statements made by me in this application and all related information which I have provided are true, accurate, and complete to the best of my knowledge. I understand that if I provide any false, inaccurate, or incomplete information, I will not be eligible for employment, or if I am hired, I will be subject to disciplinary action or dismissal regardless of the date on which the District discovers the violation of its policy regarding application form dishonesty.

**Signature of Applicant**\_\_\_\_\_

**Date**\_\_\_\_\_

(For Office Use Only):    Date Received \_\_\_\_\_

## **L. APPLICATION INFORMATION**

Please follow the application guidelines listed below:

1. All application materials should be returned to:

**Dr. Laura A. Kagy, Superintendent**

**Seneca East Local Schools**

**13343 East US 224**

**Attica, OH 44807**

2. Applicants, and/or their designees, are asked not to contact members of the Board of Education during this search process.

3. In order to be considered for this position, your application materials must include the following (please do not staple or bind your application materials):

- a. A letter of intent/cover letter
- b. Completed application form (including signatures)
- c. Resume'
- d. A copy of (or documented evidence of eligibility) a current Ohio teacher's license and endorsements
- e. Photocopy of college/university transcripts

4. For further information contact:

**Seneca East Board Office**

**13343 East US 224**

**Attica, OH 44807**

**Phone: 419-426-7041**

**Email: [tniedermier@se-tigers.com](mailto:tniedermier@se-tigers.com) (subject line: Teacher Application)**

THE SENECA EAST LOCAL SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER, THE DISTRICT DOES NOT DISCRIMINATE BASED ON GENDER, RACE, NATIONAL ORIGIN, RELIGION, CREED, AGE, MARITAL STATUS, SEXUAL ORIENTATION, OR DISABILITY.