



CERTIFICATED APPLICATION
BELLEVUE CITY SCHOOLS
125 NORTH STREET - BELLEVUE, OHIO 44811-8003
(419) 484-5000 - FAX (419) 483-0723

APPLICATION PROCEDURES:

1. Please complete this application and return to:
Office of the Superintendent, Bellevue City Schools, 125 North Street, Bellevue, OH 44811
2. Please enclose a copy of the following:
Completed and signed application form.
Copy of current teaching license/certificate or evidence one is available.
Up-to-date resume with references
University placement file and/or transcripts of credits
Any information or material you feel is relevant to your qualifications for the position
3. After review of the completed application and other materials received, interviews will be arranged (by invitation only) with selected candidates for vacant positions.

DEMOGRAPHIC INFORMATION

Name: _____ Primary Phone: _____
Address: _____
City: _____ State _____ Zip _____ Email: _____
Number of months in military? _____
Have you ever been dismissed or asked to resign from any teaching or other educational positions? Yes ___ No ___
If yes please explain

 I acknowledge that certain criminal convictions will disqualify me from employment at a public school district.
 I understand that I will have to pass a criminal background check to be employed by Bellevue City Schools.
Do you have a valid Ohio drivers license? Yes ___ No ___

FOR WHAT POSITION ARE YOU APPLYING? PLEASE CHECK BELOW

Elementary Teacher PK - 5 _____ High School Teacher (Gr. 9 - 12) _____
Middle School Teacher (Gr. 6-8) _____
Subject Area(s): _____
Special Education Teacher _____ Special Education Area _____
Administrative _____ Position _____
Reason for leaving last position or for wanting to leave present position:

EDUCATIONAL PREPARATION

Name of School and Location	Sem. Hrs.	Degree	Major-Minor
H.S.			
College			
College			
College			
Special			
Special			

LIST ALL OHIO LICENSES/CERTIFICATES YOU CURRENTLY POSSESS OR FOR WHICH YOU HAVE APPLIED:

GRADE: K-8, HS, Spec, Etc.	TYPE: (License, Prof, Perm)	Subject Areas	Expires

Have you taken and passed the National Certification Exam? Yes ___ No ___

If yes, when was it taken: _____ For what area? _____

Are you under contract for next year? Yes ___ No ___

If "yes" is it a: Limited contract? _____ Continuing? _____ Substitute? _____

If "yes", with which district and when does the contract expire? _____

If "yes" , what is your current base salary? _____

Have you ever been given a continuing contract? _____ Where? _____

List activities you will supervise/coach: _____

Write a brief summary of your education philosophy:

I certify that the information given in this application is true to the best of my knowledge. I authorize the Bellevue City School District Board of Education and its designee(s) to conduct an appropriate reference check which may include former employer(s) for verification of my employment history and the Bureau of Criminal Identification and Investigation (BCI) for a background check and I hereby consent to such inquiries. I further certify that I have not been convicted of a felony or sex-related offense, and hereby authorize the Board of Education and its designee(s) to perform such background investigations as required by law. The fee for the background investigation is to be paid by the applicant who is the finalist for the position. This policy also applies to all persons added to substitute lists. Failure to comply will result in the disqualification of the applicant for employment consideration.

I understand and agree that if I am employed prior to the receipt of the BCI report and verification of my work experience, my continued employment will be contingent upon: 1) satisfactory work experience as verified by contacts with my former employers; and 2) receipt of a report demonstrating that I am in compliance with the Board of Education rules and regulations regarding applicant/employee criminal records and disclosures of criminal convictions.

_____ Date

_____ Signature of Applicant

I promise that the information contained in this application and in my resume is true and complete, and I understand that if it is not, I may be eliminated from consideration for this job. If, after being hired, falsehoods or omissions are discovered in my application or resume, I understand that my employment may be terminated. By affixing my signature, I agree to the conditions listed on this application and will, if employed, tender my resignation of employment should I fail to fulfill these conditions.

_____ Date

_____ Signature of Applicant

FOR OFFICE USE ONLY

Date/Time Receipt of Application	Date of Interview	Interviewed By	Date of Employment

The Bellevue City Schools is an Equal Opportunity Employer. The Bellevue City School District does not discriminate on the basis of race, color, national origin, religion, sex, handicap, or age in its educational programs, activities, and employment practices.