



Application for Employment

3120 F1

The Mid-East Career and Technology Centers Board of Education does not discriminate on the basis of religion, race, color, national origin, sex, disability, military status, ancestry, age, or genetic information in its programs, activities or employment.

Applicant Info

Please print to complete the questions below.

Position(s) applying for: _____ Date of Application _____ / _____ / _____

Last Name		First Name		Middle	
Street Address (Street, Rt. & P.O. Box)			City	State	Zip Code
Phone Number		Email			

If necessary, when is the best time to call you? ☐ AM ☐ PM

Have you ever been employed here before?..... ☐ Yes ☐ No

If yes, in what capacity? _____

Date available for work _____

Type of employment desired..... ☐ Full Time ☐ Part Time ☐ Substitute

Are you currently under contract with any school district for next school year? ☐ Yes ☐ No

If yes, please explain: _____

Have you ever been involuntarily terminated or asked to resign from employment in another district? ... ☐ Yes ☐ No

If yes, please explain: _____

Educational Background

Complete the table below for the last three (3) schools attended, starting with the most recent.

School	Years Completed	Degree/Diploma/Certification

Employment History

Starting with the most recent, list your previous employers, assignments or volunteer activities, including military.

Employer / Organization	Address		Phone
Position Title	# of Years	Dates of Employment	Hourly Rate/Salary
Duties Performed			Reason for Leaving

Employer / Organization	Address		Phone
Position Title	# of Years	Dates of Employment	Hourly Rate/Salary
Duties Performed			Reason for Leaving

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Employer / Organization	Address		Phone
Position Title	# of Years	Dates of Employment	Hourly Rate/Salary
Duties Performed			Reason for Leaving

Skills and Qualifications

Summarize your skills and qualifications that qualify for this position.

Certification/Licensure

Please submit a photocopy of your teaching certificates/licenses with this application, if applicable.

Certificate/License	Issue Date	Expiration Date	State OHID# (OHXXXXXX)	Subjects and/or Grade Levels

References

List three work or personal references that are **not** related to you.

Name	Relationship	Email/Telephone	Years Known

I have read the information contained in this application carefully and certify that the information I have given is correct and complete to the best of my knowledge. Any person who knowingly makes a false statement may be found guilty of falsification under Section 2921.13 of the revised code. I understand that, if I am employed, false statements on this application shall be considered cause for dismissal. I acknowledge that Mid-East is relying on this information to make a hiring decision.

I give the employer the right to investigate all references and to secure additional information about me, if job- related. I hereby release from liability the employer and its representative for seeking such information and all other persons, corporations, or organizations for furnishing such information.

The employer is an Equal Opportunity Employer. The employer does not discriminate in employment, and no question on this application is used for the purpose of limiting or excusing any applicant's considerations for employment on a basis prohibited by local, state, or federal law. I understand it is the Board's policy not to refuse to hire a qualified individual with a disability because of this person's need for an accommodation that would be required by the ADA.

I understand that this application is current until the position for which I'm applying is filled. At the conclusion of this time, if I have not heard from the employer and still wish to be considered for other employment opportunities, it may be necessary to fill out a new application. I understand that no representative of the Mid-East Career and Technology Centers has the authority to make assurance of employment until official hiring action is taken by the Board of Education at one of its regular monthly meetings.

As a potential candidate for employment at Mid-East Career and Technology Centers, you are hereby notified that criminal record checks, including fingerprints, will be required of you should you come under final consideration for employment. A satisfactory criminal records check is a precondition for employment. Should you be hired, you will be required to obtain a BCI/FBI background check. Employment will be "conditional" pending receipt of the results of the BCI/FBI background check.

By typing my name below, I acknowledge that this electronic signature is the legal equivalent of my handwritten signature and confirms my agreement with all of the above statements.

Name of Applicant: _____ Date _____