

**RITTMAN EXEMPTED VILLAGE SCHOOL DISTRICT**

100 Saurer Street, Rittman, OH 44270

*Application for Employment of Classified Positions*

Print Full Name: \_\_\_\_\_ Date: \_\_\_\_\_

Current Address: \_\_\_\_\_

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

Home Phone #: (     ) \_\_\_\_\_ Cell Phone #: (     ) \_\_\_\_\_

Email: \_\_\_\_\_

Position(s) Applying for: \_\_\_\_\_

Are you applying for:     Full-time     Part-time     Summer     Sub / Temporary

Number of days you were absent this past year: \_\_\_\_\_

If hired, on date can you start working? \_\_\_\_ / \_\_\_\_ / \_\_\_\_

*Should you be a leading candidate for employment, you will be required to provide a set of fingerprints for a criminal records check (BCI/FBI), Ohio Revised Code 3319.39. Certain criminal convictions may disqualify from some or all positions of employment.*

**EDUCATION, TRAINING AND EXPERIENCE:**

Highest level of Education:    High School Diploma \_\_\_\_\_     GED \_\_\_\_\_  
  College/University \_\_\_\_\_     Trade or Tech School \_\_\_\_\_

Describe any specialized training, apprentice, skills and extra-curricular activities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any certificate(s) or license(s) you hold: \_\_\_\_\_

\_\_\_\_\_

License # : \_\_\_\_\_

My license has never been suspended or revoked.     **Signature:** \_\_\_\_\_

**MILITARY SERVICE:**

Branch: \_\_\_\_\_ Rank In Military: \_\_\_\_\_

Total Years of Service: \_\_\_\_\_ Skills / Duties: \_\_\_\_\_

\_\_\_\_\_

**(OVER)**

**JOB HISTORY:**

Previous employer: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

Job Title: \_\_\_\_\_ Dates employed: \_\_\_\_\_

Work performed: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Previous employer: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

Job Title: \_\_\_\_\_ Dates employed: \_\_\_\_\_

Work performed: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Previous employer: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

Job Title: \_\_\_\_\_ Dates employed: \_\_\_\_\_

Work performed: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

**REFERENCES:**

Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

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

Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

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

Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

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

I hereby certify that the facts set forth in the above employment application are true & complete to the best of my knowledge. I understand that if employed, falsified statement shall be considered sufficient cause for dismissal. (You are authorized to make any investigation of my personal history through any investigative agencies or bureaus of your choice.)

**Signature:** \_\_\_\_\_

NOTIFICATION: No person shall on the basis of race, color, religion, sex, national origin, age, disability, genetics or military status be denied employment by the Rittman Exempted Village School District. (Equal Employment Opportunity Policy, Title VII – Civil Rights Act of 1964.)

**For Office Use Only:**

Date Received: \_\_\_\_\_ Initials: \_\_\_\_\_

BOE Approval: \_\_\_\_\_ Initials: \_\_\_\_\_