

**RITTMAN EXEMPTED VILLAGE SCHOOL DISTRICT**

*Application for Employment of Certified Positions*

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

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

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

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

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

**EDUCATION, TRAINING AND EXPERIENCE:**

Highest level of Education:  High School Diploma Where: \_\_\_\_\_  
 College/University Where: \_\_\_\_\_  
 BA When received \_\_\_\_\_ Number of Hours \_\_\_\_\_  
 BS When received \_\_\_\_\_ Number of Hours \_\_\_\_\_  
 Masters When received \_\_\_\_\_ Number of Hours \_\_\_\_\_

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

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

List any certificate(s) or license(s) you currently hold:

Type: \_\_\_\_\_ Subject listed: \_\_\_\_\_ Expiration: \_\_\_\_\_  
Type: \_\_\_\_\_ Subject listed: \_\_\_\_\_ Expiration: \_\_\_\_\_  
Type: \_\_\_\_\_ Subject listed: \_\_\_\_\_ Expiration: \_\_\_\_\_

Praxis Test 1 Score: \_\_\_\_\_ Praxis Test 2 Score: \_\_\_\_\_ Praxis Test 3:  Yes  No

Assessment Scores: \_\_\_\_\_

GPA: Major \_\_\_\_\_ Complete \_\_\_\_\_

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

Student Teaching: \_\_\_\_\_  
(Subject or grade) (School) (School Address)

\_\_\_\_\_  
(Principal's name) (Supervising teacher)

Are you employed in education at the present time? \_\_\_\_\_

If yes, indicate the school system and position: \_\_\_\_\_

Are you under contract now? \_\_\_\_\_ If yes, give expiration date: \_\_\_\_\_

When would you be available for employment in Rittman? \_\_\_\_\_

Present occupation if not in education: \_\_\_\_\_

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.

**MILITARY SERVICE:**

Branch: \_\_\_\_\_ Rank In Military: \_\_\_\_\_  
Total Years of Service: \_\_\_\_\_ Skills / Duties: \_\_\_\_\_

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

**REFERENCES:**

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: \_\_\_\_\_