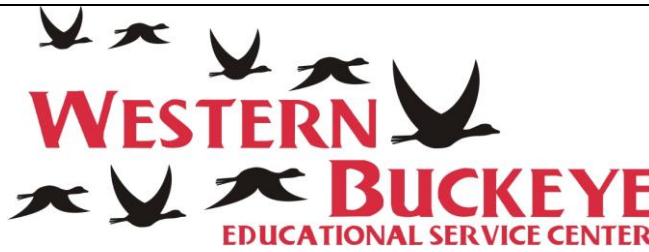


202 N. Cherry St.
 P.O. Box 176
 Paulding, OH 45879
 Phone: 419-399-4711
 FAX: None (email or scan)



813A N. Franklin St.
 Van Wert, OH 45891
 Phone: 419-238-4746
 Fax: 419-238-6259

THOMAS L. TAYLOR, SUPERINTENDENT

TRICIA TAYLOR, TREASURER

CERTIFIED EMPLOYEE APPLICATION FORM

PROCEDURES:

1. Please complete this application and return to either of the addresses above.
2. Please enclose a copy of the following:
 - a. Your teaching certification(s)
 - b. An *official* transcript
 - c. Ohio Revised Code Requires a Criminal Records (BCII) and an FBI Check on All School Employee Candidates Before Employment Becomes Final
 - d. A copy of your Social Security Card
 - e. A copy of your Driver's License
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 _____			
Last	First	Middle	
Address _____		City _____	State _____ Zip _____
Home Phone _____	Cell Phone _____	Email Address _____	

FOR WHAT POSITION ARE YOU APPLYING? Please check below:

Elementary Teacher (K-3) _____	Elementary Teacher (4-6) _____	Junior High Teacher (7-8) _____	High School Teacher (9-12) _____
Subject Areas(s) _____			
Special Education Teacher _____		Special Education Area(s) _____	
Administrative _____ Position(s) _____			
Other _____			

CERTIFICATION AREA(S) (Please list certificates you presently have or those you anticipate receiving as a result of completion of studies)

Type Levels	Areas	Grade

EDUCATION (If you have not yet graduated, please list degree and date anticipated)

	School/Location	Major/Minors	Degree/Diploma
High School Attended			
Colleges and Universities			

TEACHING/ADMINISTRATIVE EXPERIENCE (Include student teaching experience if you have less than three years teaching experience)

Dates	School	Address	Position Grade/Subject	Extra Duties (i.e., curriculum com., tech com.)

OTHER EMPLOYMENT EXPERIENCE

Dates	Employer	Address	Position	Extra Duties

PROFESSIONAL INVOLVEMENT

Organization	Involvement (conferences, articles, leadership positions)	Dates

Are you involved in any organization outside your profession? Yes No
If yes, have you held or do you hold any leadership position? Yes No

BUILDINGS OF SUBSTITUTION (Indicate (X) the school buildings at which you are willing to substitute:

____ Antwerp Elementary	____ Antwerp High School	____ Crestview Elementary	____ Crestview High School
____ Grover Hill Elementary	____ Lincolnview Elementary	____ Lincolnview High School	____ Payne Elementary
____ Wayne Trace High School	____ Thomas Edison Preschool	____ Synergy Learning Center	____ Vantage Career Center
____ Van Wert EC Center	____ Van Wert Elementary	____ Van Wert Middle School	____ Van Wert High School

AVAILABILITY & SALARY

Part-Time Only _____	Full-Time Only _____	Either _____
Salary Expected _____	Date Available _____	

REFERENCES – MUST list at least 3 (May include school administrators or supervisors or former employers)

Name	Position	Address	Phone

May we contact the above listed references? ____ Yes ____ No _____ Date _____ Initial

It is understood and agreed that Western Buckeye Educational Service Center may contact former employer(s) for verification of my employment history and the Bureau of Criminal Identification and Investigation (Ohio BCII) for a background check and I hereby consent to such inquiries.

I understand that if I am employed prior to the receipt of the BCII report and verification of my work experience, my continued employment will be conditioned on: 1) satisfactory work experience as verified by contacts with former employers; and 2) receipt of a report demonstrating that I am in compliance with the Board of Education rules and regulations regarding applicant/employment criminal records and disclosure of criminal convictions listed in category OTHER.

Signature

Date

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.

Signature

Date

I have the legal right to work in the United States and will submit the appropriate documentation upon the time of hire. (If applicable)

Signature

Date

Western Buckeye Educational Service Center provides equal employment opportunities to all people without regard to race, color, age, creed, national origin, gender, religion, disability, ancestry, and/or military status.