

# NEW RIEGEL LOCAL SCHOOLS

44 N. Perry Street  
New Riegel, OH 44853

## Application for Professional Employment (*Certified*)

Date of Application: \_\_\_\_\_

Availability Date: \_\_\_\_\_

### PERSONAL DATA

Name: \_\_\_\_\_ SSN: \_\_\_\_\_  
Last                      First                      Middle

Current Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Street                      City                      State                      Zip

Permanent Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Street                      City                      State                      Zip

### POSITION APPLYING FOR: (*Circle Preferences*)

Elementary: K 1 2 3 4 5 6                      High School: 7 8 9 10 11 12

Special: \_\_\_\_\_                      Subjects in order of preference: \_\_\_\_\_  
(Area)

### EDUCATIONAL BACKGROUND

	SCHOOL OR INSTITUTION AND LOCATION	MAJOR/ MINOR	DIPLOMAS, DEGREES OR CREDITS EARNED	GRADE POINT AVERAGE (GPA)
HIGH SCHOOL				
COLLEGE/UNIVERSITY				
COLLEGE/UNIVERSITY				
GRADUATE STUDY				
GRADUATE STUDY				

### TEACHING EXPERIENCE

SCHOOL YEAR	GRADE TAUGHT	NAME AND ADDRESS OF SCHOOL	SUBJECT(S) TAUGHT	# OF MONTHS TAUGHT

Do you hold an Ohio Certificate/License? Yes \_\_\_\_\_ No \_\_\_\_\_ Date Issued: \_\_\_\_\_ Expires: \_\_\_\_\_

List all grades, subject matter or other area(s) of specialization that appear on your Ohio Certificate/License:

\_\_\_\_\_

\_\_\_\_\_

**EMPLOYMENT HISTORY** – List your employers for the past 10 years, starting with the most recent. Be sure to provide the month and year worked at each job. Explain any gaps in employment in the “Comments” section below.

<b>CURRENT/LAST EMPLOYER</b>	Telephone	Dates Employed From To		Summarize responsibilities
Address				
Job Title		Hourly Rate/Salary Starting		
Immediate Supervisor and Title		\$	Per	
Reason for Leaving		Hourly Rate/Salary Final		
		\$	Per	
<b>PRIOR EMPLOYER</b>	Telephone	Dates Employed From To		Summarize responsibilities
Address				
Job Title		Hourly Rate/Salary Starting		
Immediate Supervisor and Title		\$	Per	
Reason for Leaving		Hourly Rate/Salary Final		
		\$	Per	
<b>PRIOR EMPLOYER</b>	Telephone	Dates Employed From To		Summarize responsibilities
Address				
Job Title		Hourly Rate/Salary Starting		
Immediate Supervisor and Title		\$	Per	
Reason for Leaving		Hourly Rate/Salary Final		
		\$	Per	
<b>PRIOR EMPLOYER</b>	Telephone	Dates Employed From To		Summarize responsibilities
Address				
Job Title		Hourly Rate/Salary Starting		
Immediate Supervisor and Title		\$	Per	
Reason for Leaving		Hourly Rate/Salary Final		
		\$	Per	
<b>PRIOR EMPLOYER</b>	Telephone	Dates Employed From To		Summarize responsibilities
Address				
Job Title		Hourly Rate/Salary Starting		
Immediate Supervisor and Title		\$	Per	
Reason for Leaving		Hourly Rate/Salary Final		
		\$	Per	

Comments (explain any gaps in employment) \_\_\_\_\_

**OTHER QUALIFICATIONS**

Summarize special job-related skills and qualifications acquired from employment or other experiences (including U.S. military service) and/or state any additional information you feel may be helpful in considering your application, i.e. honors, awards, activities, technology skills or professional development activities:

**GENERAL INFORMATION**

- Have you ever taught under a continuing contract in the State of Ohio? Yes \_\_\_ No \_\_\_  
If so, where \_\_\_\_\_
- Are you currently under contract? Yes \_\_\_ No \_\_\_
- Have you ever been discharged or asked to resign from a teaching position? Yes \_\_\_ No \_\_\_ *If so, please attach an explanation.*
- Have you ever been convicted of a felony? Yes \_\_\_ No \_\_\_ *If so, please attach an explanation.*
- Have you ever been convicted of a misdemeanor? Yes \_\_\_ No \_\_\_ *If so, please attach an explanation.*
- Have you ever been formally reprimanded in any job you have held? Yes \_\_\_ No \_\_\_ *If so, please attach an explanation.*
- If hired, is there any reason why you cannot be highly punctual and regular in following any assigned work schedule? Yes \_\_\_ No \_\_\_ *If no, why* \_\_\_\_\_

**MILITARY SERVICE**

- Service in the Armed Forces of the United States? \_\_\_\_\_ Branch of Service: \_\_\_\_\_
- Dates Served: From \_\_\_\_\_ To \_\_\_\_\_
- Your current military classification? \_\_\_\_\_

**PROFESSIONAL REFERENCES**

List names of professional educators capable of judging your teaching competence or potential. Beginning teachers must include cooperating teacher and university supervisor for student teaching experience. Experienced teachers must include administrators and supervisors for 2 most recent teaching assignments.

NAME	POSITION	COMPLETE ADDRESS (STREET/CITY/STATE/ZIP)	TELEPHONE

**STATEMENT**

In your own handwriting, what unique contributions do you feel you can make to *New Riegel Local School District*?

**SPECIAL INFORMATION**

Check any of the following activities that you are qualified to coach or direct.

- |  |                                     |                                       |  |
|--|-------------------------------------|---------------------------------------|--|
| <input type="checkbox"/> Athletic Director | <input type="checkbox"/> Gymnastics | <input type="checkbox"/> Volleyball   | <input type="checkbox"/> Dramatics       |
| <input type="checkbox"/> Baseball          | <input type="checkbox"/> Soccer     | <input type="checkbox"/> Wrestling    | <input type="checkbox"/> Marching Band   |
| <input type="checkbox"/> Basketball        | <input type="checkbox"/> Softball   | <input type="checkbox"/> Cheerleading | <input type="checkbox"/> Orchestra       |
| <input type="checkbox"/> Cross-Country     | <input type="checkbox"/> Swimming   | <input type="checkbox"/> Intramurals  | <input type="checkbox"/> Class Sponsor   |
| <input type="checkbox"/> Football          | <input type="checkbox"/> Tennis     | <input type="checkbox"/> Newspaper    | <input type="checkbox"/> Debate          |
| <input type="checkbox"/> Golf              | <input type="checkbox"/> Track      | <input type="checkbox"/> Yearbook     | <input type="checkbox"/> Student Council |

Other: \_\_\_\_\_

- My signature below authorizes *New Riegel Local School District* to conduct a background investigation and authorizes the release of information in connection with this application for employment. This investigation may include, but is not limited to, such information as criminal convictions, driving records, references from previous employers and educational access to any such information without limitation. I hereby release *New Riegel Local School District*, and the reference source, from any liability in connection with its release or use.
- I understand that as a precondition to employment in the position for which I am applying, I must, in accordance with Ohio law, provide a set of fingerprints, and satisfactorily pass a criminal records check, if I come under final consideration for employment.
- In consideration of my employment, I agree to conform to the rules and regulations of *New Riegel Local School District*. I swear and affirm that the facts set forth above in this application are true and complete. Any material misrepresentation on this application will constitute sufficient cause for rejection of the my application, and for termination at any time during employment. I am willing to undergo a physical examination with the understanding that if the report is unsatisfactory, I will resign or be terminated.
- I also accept that I may be conditionally employed pending the receipt of information from the above sources and that I may be dismissed based upon the content of the information.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*(Handicapped applicants are asked to contact the Superintendent's Office if special accommodations are needed)*

*The New Riegel Board of Education affirms that no person shall, on the basis of sex, race, religion, creed, color, national origin or handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity conducted under its auspices. This shall extend to employees therein and admission thereto. Inquiries concerning the application of this policy may be referred to the superintendent or the designated coordinator.*

***New Riegel Local School District is an Equal Opportunity Employer***