

Teaching And Administrative Employment Application
(For Hardin Northern, Ridgemont, Riverdale and Upper Scioto Valley Local Schools and HCESC)

Position Sought: _____ Date: _____

Personal Data

Name _____ Social Security # or _____
Last First Middle Teacher ID Number (to verify certification)

Present Address: _____ Telephone: _____
Number Street Home Work

City State Zip How long at present address: _____

Previous Address: _____ How long at previous address: _____
Number Street

City State Zip

Certification/Licensure

Please indicate below the Ohio Certificate(s) you hold or anticipate receiving. When employed, your certificate must be on file at the Hardin County Educational Service Center before you can be paid.

Type of Certificate/Licensure

Expiration Date

Out of State Certificate

Expiration Date

Education

High School Attended _____

Institution	Address/City/State/Zip	Date Attended	Majors/Minors	Degree and/or Semester Hours
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Do you plan to continue your education? If yes, please explain: _____

What is your philosophy of education?

Elaborate on the above question or supply information that you wish us to know that will supplement the information presented in this application. You may attach a narrative.

Experience

Include student teaching experience if you have less than three years teaching experience, listing most recent first.

Institution	Address/City/State/Zip	Your Position	Dates of Employment

Years of Experience: _____
 Teaching Military Administrative Total # of Years

Other Employment Experience or Professional Involvement (conferences, articles, leadership positions – please include dates)

References

Please list the names and complete addresses of persons/supervisors having knowledge of your character and any related work performance.

Name	Official Position	Address/City/State/Zip	Phone Number

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

Other

It is understood and agreed that the Hardin County Educational Service Center may contact former employer(s) for verification of my employment history and the Bureau of Criminal Identification and Investigation (BCI) and/or the Federal Bureau of Investigation (FBI) for a background check and I hereby consent to such inquiries.

I understand that if I am employed prior to the District’s receipt of the BCI/FBI 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 BCI/FBI report demonstrating that I am in compliance with the Board of Education’s rules and regulations regarding applicant/employee criminal records and disclosure of criminal conviction 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 of 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.

SIGNATURE _____ DATE _____

**HARDIN COUNTY EDUCATIONAL SERVICE CENTER
AN EQUAL OPPORTUNITY EMPLOYER**

In accordance with the regulations set forth in Title VI and Title VII of the Civil Rights Act of 1964, as amended, Title IX of the Educational Act of 1972, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, the Age Discrimination Act of 1975, the Age Discrimination in Employment Act, and the American Disabilities Act of 1990, the Hardin County Educational Service Center does not discriminate on the basis of race, color, religion, national origin, sex, age or disability, in providing equal opportunity for employment and admission or access to any of the facilities, programs, and activities which it operates.