

**APPLICATION — NON-CERTIFIED PERSONNEL
WEST HOLMES LOCAL SCHOOL DISTRICT, MILLERSBURG, OH**

Name _____ Date _____
Last First Middle

Address _____

Phone _____ Soc. Sec. # _____

Position(s) applied for: _____

(cook, custodian, secretary, bus driver, aide, coach, other-specify)

fulltime _____ part-time _____ substitute list _____ (mark all that apply)

EDUCATION

| School | Dates of Attendance | Name of School | City | Course of Study | Did you graduate? |
|-------------|---------------------|----------------|------|-----------------|-------------------|
| High School | | | | | yes no |
| College | | | | | yes no |
| Other | | | | | yes no |

Describe specialized training, apprenticeship, skills, extra-curricular activities, and hobbies.

CURRENT EMPLOYMENT

Employer _____ Date Employed _____

Position/Responsibilities _____

PREVIOUS EMPLOYMENT

(with Experience Relevant to the Job of Application)

| Name & Address of Company | Date from/to | Duties | Reason for Leaving |
|---------------------------|--------------|--------|--------------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

OTHER PREVIOUS EMPLOYMENT

| Name & Address of Company | Date _____ from/to | Duties | Reason for Leaving |
|------------------------------|-----------------------|--------|--------------------|
|------------------------------|-----------------------|--------|--------------------|

MILITARY SERVICE

Yes ___ No ___ (If yes, give specifics of branch, rank, dates, types of duty and discharge.)

REFERENCES

(Who are capable of identifying and speaking of your qualifications- may not be relative)

| Name | Position | Address | Phone |
|------|----------|---------|-------|
|------|----------|---------|-------|

IMPORTANT NOTICES BE SURE TO READ

1. A current resume is requested.
2. State law and the West Holmes Local Board of Education requires all applicants under final consideration to have a criminal records check. Residents of Ohio for the past five consecutive years will have the check conducted through the Ohio Bureau of Criminal Identification and Investigation and Federal Bureau of Investigations check.

____ I have been an Ohio resident the past five consecutive years.
(signature)_____

____ I have not been an Ohio resident the past five consecutive years.
(signature)_____

3. The West Holmes Local Board of Education is an equal opportunity employer.
4. Any falsification of information on this application will be grounds for termination of employment by the West Holmes Local Board of Education.

(signature)_____