

FORT FRYE LOCAL SCHOOL DISTRICT

Office of the Superintendent
P.O. Box 1149, Beverly, Ohio 45715
740-984-2497

Support Staff Application for Employment

We consider applications for all positions without regard to race, color, religion, or creed.

Check position(s) applied for:						Date of Application:
Aide	Bus Driver	Cook	Custodian	Maintenance	Secretary	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Are you interested in substitute work? Yes No

Last Name	First Name	Middle or Maiden Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Physical Address	City	State	Zip
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Mailing Address if different from Physical Address

Telephone Number	Social Security Number
<input type="text"/>	<input type="text"/>

Person to notify in case of emergency: Phone:

Best time to contact you at home is: a.m. p.m.

Have you ever filed an application with us before? Yes No

Have you had a background check through the Bureau of Criminal Identification and Investigation or the FBI within the past year? Yes No

Have you moved into Ohio within the past year? Yes No

Are you a citizen of the USA? Yes No

Do you have a commercial driver's license (CDL) with a bus driving endorsement? Yes No

Has your driver's license ever been Suspended Revoked

Have you ever been convicted of a crime, excluding misdemeanors and summary offenses, in the past ten (10) years which has not been annulled or expunged by the court? Yes No If yes, please attach a detailed explanation. (This question **must** be answered or the application will be discarded.)

Do you have any family members employed by the district? Yes No

Employee's name: Relationship:

Date available for work: What is your desired salary range?

EDUCATION

	Name & Address	Years Completed	Diploma/Degree
High School	<input type="text"/>	<input type="text"/>	<input type="text"/>
College	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other (specify)	<input type="text"/>	<input type="text"/>	<input type="text"/>

WORK EXPERIENCE (start with your present or latest job)

		Dates Employed	
Employer	<input type="text"/>	From	<input type="text"/>
		To	<input type="text"/>
Address	<input type="text"/>	Hourly Rate/Salary	
Telephone	<input type="text"/>	Start	<input type="text"/>
		Final	<input type="text"/>
Job Title	<input type="text"/>		
Supervisor	<input type="text"/>		
Reason for Leaving	<input type="text"/>		

WORK EXPERIENCE

		Dates Employed	
Employer	<input type="text"/>	From	<input type="text"/>
		To	<input type="text"/>
Address	<input type="text"/>	Hourly Rate/Salary	
Telephone	<input type="text"/>	Start	<input type="text"/>
		Final	<input type="text"/>
Job Title	<input type="text"/>		
Supervisor	<input type="text"/>		
Reason for Leaving	<input type="text"/>		

WORK EXPERIENCE

		Dates Employed	
Employer	<input type="text"/>	From	<input type="text"/>
		To	<input type="text"/>
Address	<input type="text"/>	Hourly Rate/Salary	
Telephone	<input type="text"/>	Start	<input type="text"/>
		Final	<input type="text"/>
Job Title	<input type="text"/>		
Supervisor	<input type="text"/>		
Reason for Leaving	<input type="text"/>		

Please include explanation of gaps in employment.

Describe any specialized training, apprenticeship, skills, and extra-curricular activities:

Specialized skills (check all of which you are proficient):

- | | | | |
|-------------------------------------|--|--|-------------------------------------|
| <input type="checkbox"/> Computer | <input type="checkbox"/> Welding | <input type="checkbox"/> Bus Driving | <input type="checkbox"/> Mechanic |
| <input type="checkbox"/> Typewriter | <input type="checkbox"/> Heavy Equipment | <input type="checkbox"/> Tractor | <input type="checkbox"/> Electrical |
| WPM <input type="text"/> | <input type="checkbox"/> HVAC | <input type="checkbox"/> Refrigeration | |

List professional, trade, business, or civic activities and offices held:

Additional information or qualifications (include your work with and around children):

State any additional informaton you believe may be helpful:

Note to applicant: Do not answer this question unless you have been informed about the requirements of the job for which you are applying.

Are you capable of performing in a reasonable manner, with or without accommodation, the activities involved in the job or occupation for which you have applied? A review of the activities involved in such a job or occupation has been given?

- Yes No

PERSONAL REFERENCES (do not include family members)

Name	Phone Number	Best Time to Call	Occupation
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

PROFESSIONAL REFERENCES (include those individuals that can make specific references to your job performance)

Name	Phone Number	Best Time to Call	Occupation

*Board policy GBQ and Ohio Revised Code require that all applicants under final consideration for permanent employment submit to a criminal records check through the Ohio Bureau of Criminal Identification & Investigation. If you have lived in Ohio less than five (5) years, a required FBI check must also be performed. The cost of the BCII check and the combination of BCII/FBI check is the responsibility of the applicant. Background checks are done by the Ohio Valley Educational Service Center, 115 Victory Place, Marietta, Ohio (740-373-6669).

APPLICANT'S STATEMENT OF UNDERSTANDING:

I understand and agree that any misrepresentation by me in this application shall be sufficient cause for cancellation of this application and/or immediate separation from employment.

I give the employer the right to investigate all references and to secure additional information about me, especially job related. I hereby release from liability the Fort Frye School District and/or its representatives for seeking such information and all other persons, corporations, or organizations for providing such information (including confidential data).

The Fort Frye Local School District Board of Education observes a standard of strict confidentiality with regard to information submitted by applicants. However, I understand that Ohio public records laws mandate disclosure of applicant information by the school district to the public.

I further understand that this application will be placed on file for consideration when vacancies occur and is valid for two (2) years only. I also realize that the Board of Education has full discretionary authority in filling all vacancies.

My signature confirms that I have read, understand, and agree to these statements.

Signature Date

Fort Frye School District is an Equal Opportunity Employer