

NORTHRIDGE LOCAL SCHOOL DISTRICT
APPLICATION FOR EMPLOYMENT
6097 Johnstown-Utica Road
Johnstown, Ohio 43031
Phone: (740) 967-6631 Fax: (740) 967-5022

PLEASE PRINT ALL INFORMATION REQUESTED EXCEPT SIGNATURE

Name _____
Last First Middle

Present address _____
Number Street City State Zip

Social Security No. - ___ - _____

Telephone () _____ or Telephone () _____

If under 18, please list age _____

Position applied for (1) _____
(2) _____
(3) _____

Days/hours available to work
No Pref ___ Thur
Mon _____ Fri
Tue _____ Sat
Wed _____ Sun

How many hours can you work weekly?

Can you work nights?

Employment desired DFULL-TIME ONLY DPART-TIME ONLY DFULL- OR PART-TIME

When available for work?

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete mailing address)	NUMBER OF YEARS COMPLETED	MAJOR & DEGREE
Hh?h School				
Colle2e				
Business or Trade School				
Professional School				

HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OFFENSE FOR WHICH A PARDON HAS NOT BEEN GRANTED? No Yes

MILITARY

HAVE YOU EVER BEEN IN THE ARMED FORCES? Yes No

ARE YOU NOW A MEMBER OF THE NATIONAL GUARD? Yes No

Specialty _____ Date Entered _____ Discharge Date _____

WORK EXPERIENCE

Please list your work experience for the past five years beginning with your most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary.

Name of employer Address City, State, Zip Code Phone number	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
	Your last job title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

Name of employer Address City, State, Zip Code Phone number	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
	Your Last Job Title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

Name of employer Address City, State, Zip Code Phone number	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
	Your last job title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

Name of employer Address City, State, Zip Code Phone number	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
	Your last job title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

May we contact your present employer? D Yes D No

Did you complete this application yourself? D Yes D No

If not, who did? _____

PLEASE COMPLETE THIS SECTION IF APPLYING FOR AN OFFICE POSITION

Typing D Yes Word D Yes
 D No WPM Processing D No - ----

Other skills _____

REFERENCES

Please list two references other than relatives or previous employers.

Name _____	Name _____
Position _____	Position _____
Company _____	Company _____
Address _____	Address _____
Telephone () _____	Telephone () _____

An application form sometimes makes it difficult for an individual to adequately summarize a complete background. Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying.

PLEASE READ CAREFULLY

APPLICATION FORM WAIVER

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice. I hereby give Northridge Local School District permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the Northridge Local School District from any liability as a result of such contract.

I understand that, in connection with the routine processing of your employment application, Northridge Local School District will request a BCI report.

Signature of applicant _____ **Date:** _____

Northridge Local School District is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability

Thank you for completing this application form and for your interest in Northridge Schools.