



# MEDINA COUNTY SCHOOLS' EDUCATIONAL SERVICE CENTER

## CLASSIFIED PERSONNEL APPLICATION

Return to:

Medina County Schools' ESC  
124 W. Washington Street  
Medina, Ohio 44256

(330) 723-6393 Ext. 140 or 127

**PLEASE PRINT OR TYPE**

Date:

Name:

Last	First	Middle
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Social Security Number:

Other names under which former applications may be listed:

Last	First	Middle
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Permanent Address:

Street & Number	Apt. No.	City	State	Zip
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Telephone Number:

If you have had any experience or special training in any of the following areas, please check:

- |                                       |  |  |                                      |
|---------------------------------------|--|--|--------------------------------------|
| <input type="checkbox"/> Secretarial  | <input type="checkbox"/> Custodial         | <input type="checkbox"/> Food Service    | <input type="checkbox"/> Bus Driving |
| <input type="checkbox"/> Teacher Aide | <input type="checkbox"/> Personal Computer | <input type="checkbox"/> Word Processing |                                      |

List Software Proficiencies: \_\_\_\_\_

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

Please list experiences, skills, and/or qualifications which qualify you for this position:

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**EDUCATION:**

Please list in order of attendance.

<b>High School/Vocational/College</b>	<b>No of Years</b>	<b>Course of Study</b>	<b>Diploma/Degree</b>

**WORK EXPERIENCE:**

Begin with the most recent

<b>Employer</b>	<b>Location</b>	<b>Position</b>	<b>Dates of Employment</b>

**PERSONAL REFERENCES:**

<b>Name</b>	<b>Address</b>	<b>Phone</b>	<b>Relationship</b>

**PLEASE RESPOND TO ALL OF THE FOLLOWING QUESTIONS**

Have you been convicted of any felony, any violation of O.R.C. 2907.04, O.R.C. 2907.06, O.R.C. 2907.07 (A), or O.R.C. 2907.07 (C), any offense of violence, theft offense, or drug abuse offense that is not a minor misdemeanor or a substantially comparable ordinance or statute under federal, state (in state/out of state), or municipal (in state/out of state) law? (CONVICTION WILL NOT NECESSARILY DISQUALIFY APPLICANT FROM EMPLOYMENT.)

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain:

Has your employment contract ever been terminated under O.R.C. 3319.16, 3319.081, 124.34, and/or a collective bargaining agreement or a comparable federal or state law? (TERMINATION WILL NOT NECESSARILY DISQUALIFY APPLICANT FROM EMPLOYMENT.)

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain:

If you had a teaching certificate has it ever been revoked, suspended, or terminated under Ohio or any other comparable state law? (PROCEEDINGS INVOLVING YOUR CERTIFICATE WILL NOT NECESSARILY DISQUALIFY APPLICANT FROM EMPLOYMENT.)

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain:

Have suspension and/or termination proceedings under Ohio or comparable federal and state law ever been initiated against you? (THE INITIATION OF A PROCEEDING WILL NOT NECESSARILY DISQUALIFY APPLICANT FROM EMPLOYMENT.)

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain:

**APPLICANT'S STATEMENT**

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

In the event of employment, I understand that false or misleading information given in my application or interviews may result in discharge. I also understand that I am required to abide by all policies, rules, and regulations of the Medina County Schools' Educational Service Center.

I understand that items 1 & 2 below must be on file in the Personnel Department in order for an application to be complete. Items 3 - 9 must be on file prior to final employment. 1) Classified Personnel Application, 2) Copy of placement credentials and/or three professional references, 3) Current T.B. test (within 90 days prior to employment), 4) I-9 Form, 5) Bureau of Criminal Investigation Records Check Form, 6) Bureau of Criminal Investigations (BCI) Fingerprint Check, 7) FBI Fingerprint Check (if applicable), 8) Blood Borne Pathogens Training, 9) Hazardous Communications Training, and 10) Sexual Harassment Training.

I understand that the Medina County Schools' Educational Service Center may wish to verify the statements I have made in this application. I hereby give my permission for the Medina County Schools' Educational Service Center or its authorized representative(s), either at this time or any time during my employment with the Educational Service Center, to request and review any of my employment records, court records, and/or police records from any local, state, or federal agency keeping such records.

The undersigned certifies that he/she has answered the above questions knowingly and truthfully to the best of his/her ability.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Signature

**Medina County Schools'**



**Educational Service Center**

PERSONNEL OFFICE  
MEDINA COUNTY SCHOOLS'  
EDUCATIONAL SERVICE CENTER  
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MEDINA, OH 44256

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