

# BRIGHT LOCAL SCHOOLS

44 N. High St., P.O. Box 299  
Mowrystown, OH 45155

## APPLICATION FOR EMPLOYMENT

(CLASSIFIED STAFF/NON-TEACHING)

(PLEASE PRINT)

_____	_____	_____	_____
Last Name	First Name	Middle Name	Date of Application
_____		_____	_____
Address		City	State
			Zip Code
_____	_____	_____	
Home Phone	Cell Phone	Email Address	
_____ - _____	_____		
Social Security #	Availability Date	Are you a U.S. Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No	

## POSITION DESIRED

(PLEASE PRINT)

_____	_____
Position applying for	Date available to begin
Are you interested in a "Substitute" position? <input type="checkbox"/> Yes <input type="checkbox"/> No	

## EDUCATIONAL BACKGROUND

(PLEASE PRINT)

_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
High School	City/State	Dates attended	Did you receive a diploma?
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
University/College	City/State	Dates attended	Did you receive a diploma?
Degree Major/Field of Study _____			
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
Trade/Technical School	City/State	Dates attended	Did you receive a diploma?
Degree Major/Field of Study _____			

## PROFESSIONAL EXPERIENCE

(PLEASE PRINT)

_____ Employer	_____ City/State	_____ Dates worked
_____ Position Held/Job Duties	_____ Supervisor's Name	_____ Phone Number
_____ Employer	_____ City/State	_____ Dates worked
_____ Position Held/Job Duties	_____ Supervisor's Name	_____ Cell Number
_____ Employer	_____ City/State	_____ Dates worked
_____ Position Held/Job Duties	_____ Supervisor's Name	_____ Phone Number
_____ Employer	_____ City/State	_____ Dates worked
_____ Position Held/Job Duties	_____ Supervisor's Name	_____ Cell Number

## REFERENCES

(PLEASE PRINT)

_____ Name	_____ Occupation	_____ Phone Number (Work/Home/Cell)
_____ Address/City/State/Zip Code		
_____ Name	_____ Occupation	_____ Phone Number (Work/Home/Cell)
_____ Address/City/State/Zip Code		
_____ Name	_____ Occupation	_____ Phone Number (Work/Home/Cell)
_____ Address/City/State/Zip Code		

# BACKGROUND INFORMATION RELEASE

(PLEASE PRINT)

The following information is required to be considered for any position with the District. Please answer each question carefully. Use additional sheets if necessary, to provide complete and accurate information.

\_\_\_\_\_  
**Last Name**                                      **First Name**                                      **Middle Name**                                      **List any other name you have gone by.**

Can you provide proof of citizenship or immigration status as required by law to be eligible to work in the U.S.?       Yes       No

Have you lived outside the state of Ohio during the past five (5) years?       Yes       No

Have you ever been convicted of any crime other than a minor traffic violation?       Yes       No

(Answering "Yes" to this question will not automatically disqualify you from being considered for employment. However, in accordance with Ohio law, a school district is prohibited from employing individuals who have been convicted of or pled guilty to certain crimes.)

If "Yes", please explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## DISCLOSURE STATEMENT

I certify that all the statements made by me in this application are true, complete and correct to the best of my knowledge and that I am aware that any false statements will be sufficient cause for rejection from any position I may hold for the Bright Local School District. I also certify that I have not been convicted of any felony.

I consent to the disclosure of information about me as it relates to any matter contained in this employment application and my application for employment. I give Bright Local Schools the right to investigate all references and to contact all current and past employers, supervisors, educational institutions, law enforcement agencies, administrative agencies, and courts to verify and secure additional information about me, if job related, including but not limited to records relating to any criminal and civil convictions. I release and hold harmless any person, firm or entity that discloses matters in accordance with this authorization and I hereby authorize former employers, educational institutions, and others with information about me to furnish such information regarding my past performance, service, tenure, reason for leaving, transcripts of grades, honors, or achievements, or corrective actions they may have concerning me. I hereby release from liability Bright Local School and its designated agents for seeking information about me, as well as all other individuals, agencies, partnerships or corporations including their officers, agents and employees for furnishing such information.

I agree to complete the required criminal background check and provide the results to the district. I understand that if the report from the Ohio BCII and the FBI is not received prior to my hiring, my contract of employment is conditioned upon those results being satisfactory to the Board of Education.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**