

LAKE LOCAL SCHOOLS
28090 Lemoyne Road
Millbury, OH 43447
(419) 661-6690

CLASSIFIED EMPLOYEE APPLICATION

Hire Date (office use only) _____

Background check approved _____

Date of application _____

PERSONAL DATA:

Name _____
First M.I. Last

Home Address _____

City ST Zip _____ Phone _____

POSITION APPLYING FOR: Full-time _____ Part-Time _____ Substitute _____

Positions available include: Cafeteria/Lunchroom, Custodial, Bus Driver, Secretarial, Playground Monitor, Study Hall Monitor, Library Aide) List in order of preference:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

EDUCATION: School Name _____ City State _____ Year Attended/Graduated _____

Grade School _____

High School _____

Tech Training _____

College _____

WORK EXPERIENCE:

Total years of Work Experience _____

Place of Employment	Address	Phone	Type of Work	#Yrs	Dates (From-To)
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Current Employment	Address	Phone	Type of Work	# Yrs	Dates (From-To)
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Reason for wanting change:

WORK REFERENCES:

List three work-related references (i.e., supervisors, co-workers) that can report on your job performance and reliability.

<u>Name</u>	<u>Position Held</u>	<u>Address/Phone</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

PERSONAL REFERENCES:

List three persons who have first-hand knowledge of your character and accountability.

<u>Name</u>	<u>Relationship</u>	<u>Address/Phone</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

GENERAL INFORMATION:

1. Do you hold any special licenses related to your occupation? e.g. CDL, Educational Aide or Pupil Activity Cert.

2. Have you ever been convicted of a felony? Yes _____ No _____

If yes, please explain:

3. Please be advised that you are required by law to have a background check (BCI and FBI) performed prior to being hired.

4. Are you available for interview during school hours, if requested? _____

5. I certify that all the information that I have provided to the Lake Local School District is complete and accurate and is submitted with the intent that the Lake Local School District will rely on this information in making its employment decisions. I understand that, should the employer discover that I have falsified any such information, I will not be hired, or if already hired, will be subject to termination from employment on that ground.

Applicant's Signature

Print Full Name

Lake Local Schools - An Equal Opportunity Employer