



Logan Elm Local School District
9579 Tarlton Road, Circleville OH 43113
Phone: 740-474-7501
Fax: 740-477-6525

Classified Employment Application

What position(s) are you applying for? Bus Driver Cafeteria Staff Custodian
 Secretary Educational Aide Other: _____
Desired Employment: Full-time Employment Part-time Employment Substitute Only

Personal Information:

Last Name: _____ First Name: _____ Middle Initial: _____
Street Address: _____ City: _____ Zip: _____
Phone: _____ Email: _____
Are you legally permitted to work in the United States? Yes No

Employment History: List full-time and/or part-time employment held within the last 7 years, beginning with your current employment. Account for all periods of time, including military service and any periods of unemployment.

Name of Employer: _____ Phone: _____
Street Address: _____ City: _____ State: _____
Name of Supervisor: _____ Phone: _____
Job Title/Position: _____ Number of Years Employed: _____
Duties: _____

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Street Address: _____ City: _____ State: _____
Name of Supervisor: _____ Phone: _____
Job Title/Position: _____ Number of Years Employed: _____
Duties: _____

Education:

High School: _____ Location: _____

Did you graduate? _____ Yes _____ No Area of Study: _____

College: _____ Location: _____

Did you graduate? _____ Yes _____ No Area of Study: _____

Training/Special Skills:

___ Computer Skills ___ Multi-line Phone ___ Fax/Copier ___ Aide Certificate ___ ParaPro Test passed

___ CDL Received ___ Military training ___ CPR training ___ Other: _____

Are you able to safely and substantially perform essential job functions? (ex: lifting up to 30 lbs, standing for extended periods of time) _____ Yes _____ No

References: (Work related, not family members)

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Why are you interested in a position with Local Elm Local Schools?

Please return your completed application to:

Logan Elm Local Schools
District Office
9579 Tarlton Road
Circleville, OH 43113

Logan Elm School District is an Equal Opportunity Employer

LOGAN ELM LOCAL SCHOOL DISTRICT
9579 Tarlton Road, Circleville, Ohio 43113

APPLICANT FOR EMPLOYMENT WAIVER/AUTHORIZATION

I acknowledge being informed that, as a precondition to employment, in the position for which I am applying, I must in accordance with Ohio Law submit to fingerprinting, and satisfactorily pass criminal records check, if I come "Under Final Consideration" for employment. I also understand that if I have applied to be a bus driver, I must submit to and pass a pre-employment drug/alcohol test to be paid by the local school district.

I recognize that I would be charged \$60 for the BCI and FBI records checks through the Pickaway County Educational Service Center. Unless I pay the fee, I will not be considered for employment.

I authorize investigation of all matters contained in my application for employment; certify that all statements made by me on the Logan Elm Local Schools employment application are true and accurate to the best of my knowledge; and I further recognize 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.

I authorize all persons, schools, companies, corporations, former employers, and law enforcement agencies to supply any lawful information concerning my background and release them from all liability and responsibility arising from their doing so.

Print Name: _____

Signature: _____ Date _____