***Professional Employment Application***

**Western Brown Local School District 524 West Main Street Mt. Orab Ohio 45154 937-444-2044 Fax: 937-444-4303**

**Part A: Personal Information**

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***First Name Middle (Maiden) Last***

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***Street Address City State Zip***

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***Email Address Driver License Number***

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***Home Telephone Number Cell Number***

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***Educator License Number Social Security Number***

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***License: Grade Span & Content Area(s) Date Issued***

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 ***Position(s) that most interest you:***

***Share an interesting fact about yourself:***

 **Part B: Educational History**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **College / University** | **Degree**  | **Major / Minor** | **Dates Attended** |
| **Undergraduate** |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Graduate** |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Other / Licensure** |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Clubs, Activities, or Associations During and After College:**

**Awards / Achievements:**

**Part C: Employment History**

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**Current Employer / District (If Applicable) Title / Position**

**Number of years employed at current employer?**

**Please list full time education work experiences, beginning with current/most recent (reverse order)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **School District /****Organization & Address** | **Position or Title** | **No. of Years** | **Dates****From / To** | **Reason for Leaving** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Other Work Experience and /or Projects Valuable to Your Career**

|  |  |
| --- | --- |
| **Experience / Description** | **Why was it valuable?** |
|  |  |
|  |  |
|  |  |
|  |  |

**Personal / Professional Work References**

Please list below the names and contact information of three people who can speak of your professional competency and two persons who know you (non family) and your character.

|  |  |  |
| --- | --- | --- |
| **Name / Address / Email** | **Phone Number** | **Type of Acquaintance** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**May the Western Brown School District or its agents have Yes No**

**your permission to contact the above people? ‘**

**May the Western Brown School District or its agents have Yes No**

**your permission to contact your current employer?**

**Why are you interested in working at Western Brown? What unique qualities or strengths can you bring to this position?**

**To the best of my knowledge, all information contained within this application is factual and complete.**

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Signature Date**

**Please return your application package to**

**Jina Bohl, Assistant Superintendent of Western Brown Local Schools,**

**524 West Main Street, Mt. Orab, Ohio 45154**

**or by email,** **jina.bohl@wbbroncos.com**

**If you have any questions, please feel free to contact Jina at 937-444-2044, ext 25031**

**Authorization for Release of Information**

**and Verification of Application Content**

 **Western Brown Professional Application Process**

***Read Carefully***

**I authorize Western Brown Local School District to investigate all statements and information contained in this application.**

**I also give WBLSD permission to contact my present / previous employers, references, or other agencies when necessary, regarding facts of my employment, quality of work, dependability, attendance, eligibility for rehire and other pertinent information such as: credit history, driving record, or social media presence.**

**I understand that misrepresentation or omission of facts may constitute sufficient cause for rejection of this application, and for termination at any time during employment.**

***Any person who knowingly makes a false statement is guilty of falsification under section 2921.13 of the Revised Code, which is a misdemeanor of the first degree.***

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**Full Name (Please Print)**

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**Signature / Date**

**A Complete Application Package includes receipt of the following:**

1. **Letter of Interest emphasizing qualifications and position(s) interested in**
2. **Application / Signatures**
3. **Signed Authorization for Release of Information**
4. **An Up to Date Resume**
5. **Copy of License if it has been issued**
6. **Official transcripts of all college course work (copies accepted for application / originals needed for hiring)**
7. **Letters of reference**
8. **Copy of latest Background check / Fingerprinting (upon hire)**

*The Western Brown Local School District does not discriminate on the basis of race, color, national origin, sex (including sexual orientation and gender identity), disability, age, religion, military status, ancestry, genetic information (collectively, "Protected Classes"), or any other legally protected category, in its programs and activities, including employment opportunities.*

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