

NELSONVILLE-YORK CITY SCHOOLS
TWO BUCKEYE DRIVE
NELSONVILLE, OH 45764
Classified Position Application Form
www.nelsonvilleyork.k12.oh.us

Date _____ **Social Security Number** _____

Last Name **First Name** **M.I.**

Address **City** **State** **Zip Code**

Telephone **Position Applying For**

What circumstances prompted you to apply for this position?

EDUCATION

Are you a high school graduate? **Yes** **No** **G.E.D.** **Date Passed GED** _____

If no, what grade was completed? _____

Name of High School Attended _____ **Date of Graduation** _____ **Yrs. Attended** _____

Name of College Attended _____ **Date of Graduation** _____ **Yrs. Attended** _____

Other _____ **Years Attended** _____

Please list any skills and/or special training you may have

Have you ever been convicted of a felony? **Yes** **No**

If yes, please explain. _____

WORK EXPERIENCE (Please list three places of employment and describe the type of work)

<i>Dates</i>	<i>Company</i>	<i>Location</i>	<i>Phone</i>	<i>Type of Work</i>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

PERSONAL REFERENCES

List three personal references and give their addresses and telephone numbers.

<i>Name</i>	<i>Address</i>	<i>Area Code/Telephone Number</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____

THE FOLLOWING INFORMATION IS NEEDED FOR EMPLOYMENT IN THE NELSONVILLE-YORK CITY SCHOOL DISTRICT.

- | | |
|--|---|
| _____ BCI Fingerprinting Background Check (\$25.00 fee) | _____ Completed Application |
| _____ FBI Background Check (required) (\$25.00 fee) | _____ Resume |
| _____ Pre-Employment Drug Testing (Mandatory) | _____ Reference List |
| _____ Aide Certificate | _____ Paperwork for Payroll (Treasurer's Office) |
| _____ Pupil Activity Supervisor Certificate (If Coaching) | (Tax forms(St. & Fed) |
| | (Retirement Form) |
| | (New Hire Reporting) |
| | (I-9 Form) |

