



TORONTO CITY SCHOOL DISTRICT
 1307 Dennis Way
 Toronto, OH 43964
 740-537-2456

“An Equal Opportunity Employer”

APPLICATION FOR EMPLOYMENT FOR TEACHERS AND ADMINISTRATORS

Application should be returned to the district office. This application will be placed on file for consideration when vacancies arise. It should be complete and accurate in every detail. Completed applications will be reviewed and you may be invited for a personal interview when there is an opening for which you are qualified. **As per House Bill 70 & House Bill 190 the Toronto City Schools must have on file a copy of your most recent BCI and FBI check. Applicants are required to provide proof of current license(s), official copies of all transcripts, and complete credentials and references, including records of prior employment. Please include these with your packet for application.** This application will remain on file until the end of the calendar year.

NAME _____

PRESENT ADDRESS _____

(If this is a temporary address, indicate date you will leave _____.)

PERMANENT ADDRESS _____

TELEPHONE _____ CELL PHONE _____

EMAIL _____

POSITION REQUESTED: _____

TYPE OF OHIO TEACHING LICENSE(S) HELD:

EXAMPLE Date Granted 3/06/2008 Expires 6/30/2010
 Subject on certificate/license: 2-YEAR PROVISIONAL LICENSE GRADES 4-9 LANGUAGE ARTS

Date Granted _____ Expires _____

Subject on license: _____

Date Granted _____ Expires _____

Subject on certificate/license: _____

Date Granted _____ Expires _____

Subject on certificate/license: _____

Date Granted _____ Expires _____

Subject on certificate/license: _____

(OFFICE USE) APPLICANT'S NAME: _____ DATE: _____ AREA OF CERT/LICEN: _____

EDUCATION AND TRAINING:

High School:	City/State	Activities			
_____	_____	_____			
College/University:	Years	Degree	Hrs	G.P.A.	Major/Minor
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

TEACHING EXPERIENCE*:

Please list your last three employers, starting with most recent.

Name / Title of Immediate Supervisor _____
School District / School _____
Address _____
Phone _____
Dates of employment _____

Subjects Taught _____
Years Taught _____

Name / Title of Immediate Supervisor _____
School District / School _____
Address _____
Phone _____
Dates of employment _____

Subjects Taught _____
Years Taught _____

Name / Title of Immediate Supervisor _____
School District / School _____
Address _____
Phone _____
Dates of employment _____

Subjects Taught _____
Years Taught _____

*Include all substitute teaching service of 120 days or more under contract in any school year and tutoring experience, specifying number of hours employed in any school year.

WERE YOU ON A CONTINUING CONTRACT (TENURE) IN ANY OHIO SCHOOL DISTRICT? If yes, where and when: _____

OTHER WORK EXPERIENCE:

Occupation	Employer Name and Address	Dates	Reference
_____	_____	_____	_____
_____	_____	_____	_____
Military Service:	Yes ___ No ___		
	Branch _____	Rank _____	Years _____

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. A reference check will be conducted. In the event of employment, I understand that false or misleading information given in my application, resume, or interviews may result in disqualification or dismissal from employment. I also understand that I am to abide by all policies, rules, and regulations of the Board of Education and administration.

I further understand that, if employed, reliance will be placed upon this information for salary schedule placement. Therefore, I specifically waive the right to claim credit for any prior teaching experience (regular, substitute, or tutoring) and/or training that I have not listed in this application for salary schedule placement purposes.

Date

Signature of Applicant