



## Brown Local Schools

401 West Main St. Malvern, Ohio 44644  
Phone: 330-863-1170 Fax: 330-863-1172  
[www.hornet.sparcc.org](http://www.hornet.sparcc.org)

Your Application is not complete until you send us a copy of your teaching certificate, transcripts, and a letter of reference to add to your application.

### Certified Employment Application

Personal Data			
First Name	Middle	Last Name	
Date of Application			
Home Phone ( ) ( ) ( )	Other Phone ( ) ( ) ( )		Other Phone ( ) ( ) ( )
Address: Street			
City	State		Zip
Home address: Street (if different than above)			
City	State		Zip
Are you a citizen of the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Position Desired			
Type of employment desired			
Grade Level			
Ever applied before? <input type="checkbox"/> Yes <input type="checkbox"/> No		Date of previous application	
Have you ever been convicted of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If so, when and describe the incident			
Are you currently employed in education? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, what school system and position?			
Present occupation if not in education			
Present salary	Are you under contract now? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Why do you wish to leave your current position?			
Have you been granted a continuing contract (tenure) in a school district in Ohio? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, when and where were you granted tenure (school district, county, date)			

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**Education & Training**

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High School                      Location

College/University              Location

Approximate GPA

Major

Degree

Approximate GPA

College/University              Location

College/University              Location

Major                              Degree

Major                              Degree

Approximate GPA

Approximate GPA

Total Semester Hours      Total Quarter Hours

Student teaching experience

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**Subject Preparation**

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Elementary applicants – List subjects and grade levels you are certified to teach by order of preference

Secondary applicants – List subjects you are certified to teach in order of preference

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**Other schooling training & professional information**

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Please describe

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**Skills**

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Please list skills associated with technology in which you feel competent

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**Teaching Experience**

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Name of Employer

Name of Employer

Subjects/Grade Taught

Subjects/Grade Taught

Date: From/To

Date: From/To

Number of years experience granted

Number of years experience granted

Reason for Leaving

Reason for Leaving

Superintendent

Superintendent

Name of Employer	Name of Employer
Subjects/Grade Taught	Subjects/Grade Taught
Date: From/To	Date: From/To
Number of years experience granted	Number of years experience granted
Reason for Leaving	Reason for Leaving
Superintendent	Superintendent

**Coaching Interest**

Name the sports you feel you are qualified and have a desire to coach

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**Other Extra-Curricular Activities**

Name the extra-curricular activities other then sports that you have a desire to become involved

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**Other Work Experience**

Company

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Address

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Supervisor	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Job Title	Date: from/to

Reason for leaving

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Company

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Address

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Supervisor	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Job Title	Date: from/to

Reason for leaving

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**Military Experience**

Branch of Service

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Type of Discharge	Total years of military
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Honors

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**Teaching Certificates/License**

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Name under which Certificate/License was granted

State

Type

Certificate/License #

Date Issued

Date Expires

Name under which Certificate/License was granted

State

Type

Certificate/License #

Date Issued

Date Expires

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**Academic/Professional References**

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List three professional references who are familiar with the quality of your work, have worked directly with you, and have known you at least two years.

1. Reference

Work Phone  
( )Home Phone  
( )

Address

City

State

Zip

Position

May we contact?  Yes  No

2. Reference

Work Phone  
( )Home Phone  
( )

Address

City

State

Zip

Position

May we contact?  Yes  No

3. Reference

Work Phone  
( )Home Phone  
( )

Address

City

State

Zip

Position

May we contact?  Yes  No

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**References**

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List three personal references

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1. Reference

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Work Phone  
(       )

---

Home Phone  
(       )

---

Address

---

City

---

State

---

Zip

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Relationship

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May we contact?  Yes  No

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2. Reference

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Work Phone  
(       )

---

Home Phone  
(       )

---

Address

---

City

---

State

---

Zip

---

Relationship

---

May we contact?  Yes  No

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3. Reference

---

Work Phone  
(       )

---

Home Phone  
(       )

---

Address

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City

---

State

---

Zip

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Relationship

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May we contact?  Yes  No

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I hereby declare the information provided by me in the application for employment is true, correct, and complete to the best of my knowledge. I understand that if employed, any misstatement or omission of fact on the application will be sufficient grounds for dismissal.

I authorize you to obtain information through personal interviews with my employers, friends, teachers, and acquaintances. This information, if obtained, may include facts about my character, general reputation, personal characteristics and teaching ability.

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Signature

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Date

It is the policy of this District that no candidate for a position in this District shall be discriminated against on the basis of race, color, religion, national origin or citizenship status, creed or ancestry, age, gender, status, non-disqualifying disability, height or other protected categories.

Ohio Revised Code requires a criminal background check when the applicant is under final consideration for employment.

Please return completed application to:  
Office of the Superintendent  
Brown Local Schools  
401 West Main St.  
Malvern, OH 44644