



Date of Application: _____

ADMINISTRATOR APPLICATION FORM

1. Please complete this application and return to:

Belpre City Schools
2014 Rockland Avenue
Belpre, OH 45714

2. Please attach a copy of the following:

- ❖ License (Teacher/Administrative License)
- ❖ BCI/FBI Check
- ❖ Official Transcripts

DEMOGRAPHIC INFORMATION

Name: _____		
Last	First	Middle
Mailing Address: _____		
City: _____	State: _____	Zip Code: _____
Home Phone: _____	Cell Phone: _____	
Email Address: _____		

FOR WHAT POSITION ARE YOU APPLYING? Please check below:

Director of Instruction _____	Director of Special Education _____	Principal _____
Director of Technology _____	School Psychologist _____	Asst. Principal _____
Treasurer _____	Superintendent _____	Other _____

Have you ever received or been offered a continuing contract? _____ YES _____ NO

Are you retired from STRS/SERS? _____ YES _____ NO

MILITARY EXPERIENCE

Have you ever served in the U.S. Armed Forces? _____ YES _____ NO

Dates of service if yes: _____

EDUCATION (If you have not yet graduated, please list degree and date anticipated)

	SCHOOL/LOCATION	MAJOR/MINORS	DEGREE
High School Attended			
College and Universities			

EDUCATION RELATED EMPLOYMENT EXPERIENCE (Include substitute teaching experience if 120 days or more per year)

DATES	SCHOOL	ADDRESS	POSITION GRADE/SUBJECT	EXTRA DUTIES (I.E. CURRICULUM COM., TECH COM.)

OTHER EMPLOYMENT EXPERIENCE

DATES	EMPLOYER	ADDRESS	POSITION	EXTRA DUTIES

AREA(S) OF LICENSURE/CERTIFICATION (Please list licenses/certificates you presently have or those you anticipate receiving as a result of completion of studies.)

Type	Areas	Grade Levels

The following provisions of the Ohio Revised Code or federal law disqualify an applicant with a particular criminal history from employment in a particular position with the Ohio Valley ESC:

For all applicants:

Belpre City Schools is prohibited from employing a person if the person previously has been convicted of or pleaded guilty to any of the following:

- (a) A violation of section 2903.01, 2903.02, 2903.03, 2903.04, 2903.11, 2903.12, 2903.13, 2903.16, 2903.21, 2903.34, 2905.01, 2905.02, 2905.05, 2907.02, 2907.03, 2907.04, 2907.05, 2907.06, 2907.07, 2907.08, 2907.09, 2907.21, 2907.22, 2907.23, 2907.25, 2907.31, 2907.32, 2907.321, 2907.322, 2907.323, 2911.01, 2911.02, 2911.11, 2911.12, 2919.12, 2919.22, 2919.24, 2919.25, 2923.12, 2923.13, 2923.161, 2925.02, 2925.03, 2925.04, 2925.05, 2925.06, or 3716.11 of the Revised Code, a violation of section 2905.04 of the Revised Code as it existed prior to July 1, 1996, a violation of section 2919.23 of the Revised Code that would have been a violation of section 2905.04 of the Revised Code as it existed prior to July 1, 1996, had the violation been committed prior to that date, a violation of section 2925.11 of the Revised Code that is not a minor drug possession offense, or felonious sexual penetration in violation of former section 2907.12 of the Revised Code;
- (b) A violation of an existing or former law of this state, another state, or the United States that is substantially equivalent to any of the offenses or violations described in division (B)(1)(a) of this section.

For teaching applicants (in addition to the above):

In addition to the above, the Ohio Valley ESC is prohibited from employing a teacher who previously has been convicted of or pleaded guilty to any of the following offenses:

- (a) Any other felony; any other offense of violence; any other theft offense; any other drug offense which is not a minor misdemeanor.
- (b) A violation of division (B)(1), (2), (3), or (4) of section 2919.22 of the Revised Code; a violation of section 2903.01, 2903.02, 2903.03, 2903.04, 2903.041, 2903.11, 2903.12, 2903.15, 2905.01, 2905.02, 2905.05, 2905.11, 2907.02, 2907.03, 2907.04, 2907.05, 2907.06, 2907.07, 2907.21, 2907.22, 2907.23, 2907.24, 2907.241, 2907.25, 2907.31, 2907.311, 2907.32, 2907.321, 2907.322, 2907.323, 2907.33, 2907.34, 2909.02, 2909.22, 2909.23, 2909.24, 2911.01, 2911.02, 2911.11, 2911.12, 2913.44, 2917.01, 2917.02, 2917.03, 2917.31, 2917.33, 2919.12, 2919.121, 2919.13, 2921.02, 2921.03, 2921.04, 2921.05, 2921.11, 2921.34, 2921.41, 2923.122, 2923.123, 2923.161, 2923.17, 2923.21, 2925.02, 2925.03, 2925.04, 2925.041, 2925.05, 2925.06, 2925.13, 2925.22, 2925.23, 2925.24, 2925.32, 2925.36, 2925.37, 2927.24, or 3716.11 of the Revised Code; a violation of section 2905.04 of the Revised Code as it existed prior to July 1, 1996; a violation of section 2919.23 of the Revised Code that would have been a violation of section 2905.04 of the Revised Code as it existed prior to July 1, 1996, had the violation been committed prior to that date; felonious sexual penetration in violation of former section 2907.12 of the Revised Code; or a violation of an ordinance of a municipal corporation that is substantively comparable to an offense listed in this paragraph.

The above provisions are not comprehensive list. Other provisions of the Ohio Revised Code or federal law may disqualify an applicant with a particular criminal history from employment in a particular position with Belpre City Schools.

Do you have a physical condition that might inhibit your ability to perform your duty? _____ Yes _____ No
If yes, what would you need to successfully perform your responsibility?

PROFESSIONAL REFERENCES (Recent)

NAME	POSITION	ADDRESS	TELEPHONE / EMAIL ADDRESS

May we contact the above listed references? _____ YES _____ NO _____ Initial

I verify that the information contained in this application and attachments is true and complete, and I understand that if it is not, I may be eliminated from consideration for this job. If, after being hired, falsehoods or omissions are discovered in my application or resume, I understand that my employment will be terminated. By affixing my signature, I agree to the conditions listed on this application and will, if employed, tender my resignation of employment should I fail to fulfill these conditions. I also understand that with my signature, I hereby authorize Belpre City Schools to review my law enforcement records as a means of background investigation for employment purposes.

Signature

Date

Belpre City Schools is an equal opportunity employer and follows Title VI and Title VII of the Civil Rights Act of 1964 and Title IX of the Educational Amendments, all of which prohibits discrimination in hiring or working conditions on the basis of race, color, national origin, or sex.

Note to Applicant: This application will be held on file for two years, after which it will be destroyed. If you wish to reactivate your application after two years, you must complete another application form.