



THE MIAMI VALLEY SCHOOL

Employment Application

EEO Statement: The Miami Valley School is an equal opportunity employer and will not discriminate against any application for employment on the basis of race, color, religion, sex, age, national origin, marital status, sexual orientation, genetic testing, veteran status, physical or mental disability, or any other basis prohibited by law.

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for Miami Valley School? YES NO If yes, when? _____

Have you ever been convicted of a crime other than a minor traffic violation? YES NO Note: A criminal conviction is not a bar to employment but will be considered in relation to the specific job requirements.

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree/Major: _____

Graduate /Trade School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree/Major: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Employment (start with most recent)

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Comments: _____

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Comments: _____

Company: _____ Phone: _____
Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Comments

Additional Information

Use this space as you wish, as another way to tell us, or show us, something about you. Let yourself go. Be creative. Be humorous. Be adventurous. Be serious. You decide.

Please give us an example of your past successful collaborative work.

What does innovation look like?

Please describe your philosophy on education.

Applicant's Certification of Truthfulness, Agreement to Background Checks and Understanding of "At Will" employment

I hereby certify that all statements made in this application and in the pre-employment process are true and correct to the best of my knowledge and belief. I understand and agree that any misrepresentation or omission of facts in my application or in the pre-employment process may result in rejection of my application or termination of my employment.

I understand an employee of The Miami Valley School may make an investigation as to my character and general reputation. I authorize all current and past employers, schools, persons and organizations having relevant information or knowledge to provide it to The Miami Valley School for the use in deciding whether or not to offer me employment. I hereby release The Miami Valley School, its representatives and all such employers, schools, persons and organizations from all liability in making or responding to inquiries in connection with my application.

I understand that if an employment relationship is established, my employment can be terminated at any time, with or without cause or notice, at the option of either The Miami Valley School or myself. I further understand that nothing contained in this application or in any other oral communication or representation from The Miami Valley School made at any time constitutes a contract, guarantee, promise or any other binding obligation of The Miami Valley School.

Further, if granted a position with The Miami Valley School, I will comply with all of The Miami Valley School policies and procedures, a copy of which will be provided on or before my first week of employment. Applicants who are offered a position will be required to complete a criminal background check that is sent to the Ohio Department of Education before employment is finalized.

In signing this form, I certify that I understand all the questions and statements in this application.

Signature of
applicant: _____

Date: _____