

EDUCATIONAL DATA

Type	Name and Location	Did you graduate?	Degree	Average Grade
High School				
College				
Other				

FOR ADMINISTRATIVE ASSISTANT APPLICANTS Computer Skills (including software used)

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EMPLOYMENT RECORD

Begin with most recent and list employers, including self-employment.

Month/Year	Employer Name & Address	Salary	Position & Duties	Reason for Leaving
To From				
To From				
To From				
To From				
To From				

PROFESSIONAL/PERSONAL REFERENCES

Name	Address	Phone Number

EXPLAIN BRIEFLY WHY YOU WISH TO BE EMPLOYED BY RG DRAGE CTC:

TEST RESULTS

Test Administered	Date	Rating	Comments/Interpretation

Application

We appreciate your interest in RG Drage and will be sure to give your application prompt consideration. If you have other questions concerning employment at RG Drage, we will make every effort to answer them for you.

Salary Schedule

Classified employees are placed on the appropriate salary schedule.

Fringe Benefits

Longevity pay, family hospitalization, life insurance, professional and personal days, and sick leave are some of the fringe benefits available.

School Year

The term of service constituting a school year provides a minimum of 180 student days of classroom instruction and additional days for professional in-service and Parent/Teacher conferences.

Certification

The individual employee assumes the responsibility of obtaining, renewing, and up-grading certification which must be filed with the Superintendent.

READ CAREFULLY BEFORE SIGNING: I hereby certify that the answers on this application are true and correct to the best of my knowledge and belief and that any deliberate misrepresentation of fact contained herein may be grounds for invalidating any contract commitments resulting from this application. I understand that my employment will be subject to the laws of the State of Ohio and to the job descriptions and policies adopted by the Board of Education. This application will be considered. This application will be considered active for twelve (12) months from the date filed. If I am hired, it becomes part of my official employment record. I agree that any claim or lawsuit relating to my service with the Stark County VSD or any of its subsidiaries must be filed no more than six (6) months after the date of the employment action that is the subject of the claim or lawsuit. I waive any statute of limitations to the contrary.

DATE

SIGNATURE OF APPLICANT

Please return to
Office of the Superintendent
Stark County Area JSD
2800 Richville Dr SE
Massillon, OH 44646