



*Dedicated to Academic Excellence through Quality Education*

105 South Fifth Street  
Ironton, Ohio 45638  
(740) 532-4133 • Fax (740) 532-2314

### Application for Professional Employment

Name \_\_\_\_\_ Social Security Number \_\_\_\_\_  
 Last First Middle

Address \_\_\_\_\_  
 Number & Street

City State Zip Telephone Number

Date \_\_\_\_\_

## POSITION FOR WHICH YOU ARE APPLYING

For professional positions, *The Ironton City School District* employs only personnel eligible to hold appropriate Ohio certification. STATE LAW HB 190 REQUIRES A NATIONAL (FBI) AND STATE (BCII) CRIMINAL BACKGROUND HISTORY CHECK AS A CONDITION OF EMPLOYMENT.

### Teaching & Other Professional School Related Positions

- Elementary
- K-3
- 4-6
- Special Area (e.g. Art, Special Ed)  
List \_\_\_\_\_
- Media Specialist/Librarian
- Counselor
- Nurse
- Secondary (list area or areas)  
\_\_\_\_\_  
\_\_\_\_\_
- Substitute Teacher
- Psychologist
- Other \_\_\_\_\_

### Administrative Position

- School Administrator (Specify) \_\_\_\_\_
- Other (Specify) \_\_\_\_\_
- Central Office Administrator (Specify) \_\_\_\_\_

This application will be kept on file for two (2) years from date submitted.  
As an Equal Opportunity Employer, Ironton City Schools complies with federal and state laws.

## Educational Preparation

*(Hours MUST be accurate)*

College or University	Address	Dates Attended		Degree	Total Qtr Hrs	Total Sem Hrs
		From	To			

## Teaching Experience

School/Address	City/State	Grade/Subject Assignment	Full/Part-Time	Dates	
				From	To

## Other Experience

Position	Name/Address of Firm	Name of Supervisor	Dates	
			From	To

Do you hold a valid Ohio teaching certificate?    Yes       No

Field(s) \_\_\_\_\_ Type \_\_\_\_\_  
 Issue Date \_\_\_\_\_ Expiration Date \_\_\_\_\_

If you hold an Ohio certificate, please enclose copy.

Veteran of Military Service?    Yes       No    If "Yes" complete section below:

Active Duty Dates

From: Month \_\_\_\_\_ Year \_\_\_\_\_      To: Month \_\_\_\_\_ Year \_\_\_\_\_

Write a brief statement adding any information that will help give us a more complete estimate of your qualifications.

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### Additional Skills/Training/Extracurricular

High School applicants check the following which you can direct or coach successfully:

- |  |                                     |  |
|--|-------------------------------------|--|
| <input type="checkbox"/> Quiz Bowl             | <input type="checkbox"/> Football   | <input type="checkbox"/> Track         |
| <input type="checkbox"/> Drama                 | <input type="checkbox"/> Basketball | <input type="checkbox"/> Class Advisor |
| <input type="checkbox"/> Cheerleader           | <input type="checkbox"/> Baseball   | <input type="checkbox"/> Golf          |
| <input type="checkbox"/> Clubs _____ (Specify) |                                     |  |

List other extra-curricular activities which you can sponsor or serve as advisor \_\_\_\_\_

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### References

Please list persons whom we may contact for information concerning your professional preparation and competence. Do not list relatives or persons who know you only as a friend or who can evaluate only your personality and character. List your classroom cooperating teacher if your student teaching was done within the last three years.

May we contact your current employer?  Yes  No

Name of Reference	Address	Telephone	Position	Office Use Only

Have you ever been dismissed, asked to resign, or refused employment?  Yes  No  
(If YES, give full details. Please use additional sheets if necessary.)

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## General

The Ohio law states that no new teacher may be employed to teach in City School Districts unless recommended for the position by the Superintendent of Schools.

The use of any social, personal, or political influence or the urging of any consideration other than professional fitness shall be regarded as sufficient cause for the Superintendent of Schools to refuse to consider you an applicant for a teaching position.

All practices, procedures, and policies in the Ironton City School District shall clearly exemplify that there is no discrimination in the hiring, training, assignment, promotion, transfer or discipline of employees or in the educational programs and activities of students on the basis of race, creed, color, religion, national origin, age within statutory limits, sex, domicile, marital status or handicapping conditions.

Our acceptance of this application in no way constitutes a guarantee that you will receive an appointment in the schools of Ironton.

The following are conditions of employment and required before any new employee can be processed for payroll: fingerprint/criminal background check; a copy of your Social Security Card and completion of payroll tax forms.

Assignments are made in accordance with the needs of the school system and are subject to change. Any person signing a contract with the Ironton City School District accepts these conditions.

I, the undersigned, hereby authorize and request any present or former employer, educational institution, law enforcement agency, financial institution, or other persons having personal knowledge about me to furnish the Ironton City School District and/or its agents, with any and all information in their possession regarding me in connection with an application for or retention of employment. Further, I hereby release from liability and hold harmless all persons and corporations supply this information to the Ironton City School District. A photocopy of this authorization is as effective as the original.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

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Signature of Applicant

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Date

Return application to:

Ironton City School District  
Superintendent of Schools  
105 South 5<sup>th</sup> Street  
Ironton, Ohio 45638