

Arcanum-Butler Local School District

2011 Trojan Ave.

Arcanum OH 45304

Phone: 937-692-5174 / Fax: 937-692-5959



Classified Employment Application

Employment requires a successful FBI and BCII background check at your expense

Personal Information

Name _____ Date of Application _____
(Last) (First) (Middle)

Address _____
(Street) (City) (State) (Zip)

Email _____ Phone _____

Alt Phone _____

Position(s) Desired (Cafeteria, Bus Driver, Custodial/Maintenance, Secretary, Aide, Other (specify))

1st Choice _____

2nd Choice _____

3rd Choice _____

Permanent Work - ☐ Yes ☐ No

Substitute Work - ☐ Yes ☐ No

Educational History

SCHOOL NAME	LOCATION (city, state)	MAJOR COURSE OR SUBJECT	GRADUATED		DEGREE
			YES	NO	
HIGH SCHOOL					
COLLEGES (list all attended)					
OTHER TRAINING					

Special Skills:

Work Experience

Starting with present or most recent, list all previous employers. If more space is required, please continue on a separate sheet. You may attach resume, but complete application as well.

# OF YEARS	DATES		POSITION TITLE	EMPLOYER AND ADDRESS	REASON FOR LEAVING
	FROM	TO			

Present Employment Relationship

Current Status ☐ Employed/Under Contract
☐ Not Employed/Under Contract

Should this application be treated as confidential with regard to your present employer? ☐ Yes ☐ No

Date available to begin work, if employed by the school district _____

Professional/Work References

Please list below the name and address of five persons who can speak of your professional competency and character.

NAME	TYPE OF ACQUAINTANCE
STREET ADDRESS, CITY, STATE, ZIP	PHONE HOME () BUSINESS ()
NAME	TYPE OF ACQUAINTANCE
STREET ADDRESS, CITY, STATE, ZIP	PHONE HOME () BUSINESS ()
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Honors, Distinctions, Accomplishments

DATE	DESCRIBE AND COMMENT (include source)

Special Interests/Hobbies/Community Activities

(Please list such information that you feel may be relevant to your application for employment)

Why are you seeking employment with the Arcanum Butler Local Schools?

Applicant’s Certification and Agreement

Please read carefully.
I hereby certify that the facts set forth in the above employment application are true and complete. I understand that if employed, false statements or the withholding of pertinent information on this application shall be considered sufficient cause for dismissal.

Date _____ Signature _____

Applications are kept on file for one year. Additional information, letters of reference, transcripts, etc., may be attached to the application.

Supplement to Employment Application

(To be completed by all job applicants)

Ohio Revised Code §3319.39 says that no board of education of a school district, no governing board of an educational service center, and no governing authority of a chartered nonpublic school shall employ a person as a person responsible for the care, custody, or control of a child if the person has previously been convicted of or pleaded guilty to any of the offenses listed, unless the person has been rehabilitated pursuant to rules adopted by the Ohio Department of Education.

2903.01	Aggravated murder	2903.02	Murder
2903.03	Voluntary manslaughter	2903.04	Involuntary manslaughter
2903.11	Felonious assault	2903.12	Aggravated assault
2903.13	Assault	2903.16	Failing to provide for functionally impaired person
2903.21	Aggravated menacing	2903.22	Menacing
2903.211	Menacing by stalking	2905.01	Kidnapping
2903.34	Patient abuse; neglect	2905.05	Criminal child enticement
2905.02	Abduction	2907.02	Rape
2905.11	Extortion	2907.04	Corruption of a minor
2907.03	Sexual battery	2907.06	Sexual imposition
2907.07	Importuning	2907.08	Voyeurism
2907.09	Public indecency	2907.21	Compelling prostitution
2907.22	Promoting prostitution	2907.23	Procuring
2907.25	Prostitution; positive HIV test	2907.31	Disseminating matter harmful to after juveniles
2907.32	Pandering obscenity	2907.321	Pandering obscenity involving a minor
2907.322	Pandering sexually oriented matter involving a minor	2907.323	Illegal use of minor in nudity-oriented material or performance
2909.02	Aggravated arson	2909.03	Arson
2911.01	Aggravated robbery	2911.02	Robbery
2911.11	Aggravated burglary	2911.12	Burglary
2911.13	Breaking and entering	2911.31	Safecracking
2911.32	Tampering with coin machines	2913.02	Theft
2913.03	Unauthorized use of a vehicle	2913.04	Unauthorized use of property
2913.11	Passing bad checks	2913.21	Misuse of credit cards
2913.31	Forgery	2913.32	Criminal simulation
2913.33	Making or using slugs	2913.40	Medicaid fraud
2913.42	Tampering with records	2913.43	Securing writings by deception
2913.44	Personating an officer	2913.45	Defrauding creditors
2913.47	Insurance fraud	2913.51	Receiving stolen property
2915.05	Cheating	2921.41	Theft in office
2917.01	Inciting to violence	2917.02	Aggravated riot
2917.03	Riot	2917.31	Inducing panic
2919.12	Unlawful abortion	2919.22	Endangering children
2919.24	Contributing to unruliness or delinquency of a child	2919.25	Domestic violence
2923.13	Having weapons while under disability	2923.12	Carrying concealed weapons
2921.34	Escape	2921.03	Intimidation
2925.02	Corrupting another with drugs	2921.04	Intimidation of crime victim or witness
2925.03	Trafficking in drugs	2923.161	Improperly discharging a firearm at or into a habitation or school
2925.05	Funding of drug or marijuana trafficking	2925.04	Illegal manufacture of drugs or cultivation of marijuana
3716.11	Placing harmful objects in food or confection	2925.06	Illegal administration or distribution of anabolic steroids
2925.11	Possession of drugs	2907.12	(repealed) Felonious sexual penetration
2919.23	Interference with custody		

Due to the time required for completion, it may occasionally be necessary to employ a person prior to receipt of the results of the BCII and FBI records checks.

If I am employed by the Arcanum-Butler Local School District prior to receipt of the BCII and FBI records checks, and later information shows me to be unqualified for the position due to a prior conviction of any of the listed offenses, I specifically agree that the action of the School District employing me **shall be void** without any further act by either party, and that my employment will terminate immediately without the necessity of proceedings to formally terminate my contract of employment.

Date _____ Signature _____