

Madison-Champaign Educational Service Center

Districts Served:

- Graham Local
Jefferson Local
Jonathan Alder Local
London City Schools
Mac-A-Cheek Learning Center



- Madison-Plains Local
Mechanicsburg EV Schools
Triad Local
Urbana City Schools
West Liberty-Salem Local



www.mccesc.org

Phone: (937) 484-1557
Fax: (937) 652-2221

Dr. Daniel R. Kaffenbarger, Superintendent
2200 S. US Highway 68, Urbana OH 43078

Please print or type clearly; incomplete or illegible application will not be processed.
Please answer all appropriate questions completely and to the best of your ability.

Position Applying For: _____

Date: _____ Last 4 Digits of Social Security # _____

Name: _____
Last First Middle

Address: _____
Street/Road Apt. No. City/State Zip Telephone E-mail

Are you currently employed? _____ Date available to accept position _____

Education

High School(s) Attended _____/_____/_____
Did you graduate from High School? YES NO Name of High School Issuing Diploma: _____

College(s) _____/_____
Did you graduate from College? YES NO Name of College/University Issuing Diploma: _____

Summary of Experience - List all experiences in reverse chronological order

Table with 4 columns: Name of Business or Institution, Position, From/To, Years. Includes multiple blank rows for data entry.

References - Please use those who have knowledge of your background and/or experience.
*At least one reference must be a former (or current supervisor).

Name _____ Position _____
Address _____ Phone Number _____

Name _____ Position _____
Address _____ Phone Number _____

Name _____ Position _____
Address _____ Phone Number _____

Note: Please read and be aware of information below regarding unemployable offenses and rehabilitation criteria.

What are unemployable offenses? What does unemployable mean?

ORC 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.

What is rehabilitation criteria?

If an educator or applicant for initial licensure has been convicted of one of the below listed offenses that is not an absolute bar offense listed in ORC 3319.31(C), they have to prove that they are rehabilitated pursuant to OAC 3301-20-01 in order to obtain or retain a license.

CRIMINAL OFFENSES LISTED IN OHIO REVISED CODE 3319.39 (“UNEMPLOYABLE OFFENSES”)

Homicide and Assault

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 Not providing for impaired person
2903.21 Aggravated menacing
2903.34 Patient abuse; neglect

Kidnapping and Extortion

2905.01 Kidnapping
2905.02 Abduction
2905.05 Criminal child enticement

Sex Offenses

2907.02 Rape
2907.03 Sexual battery
2907.04 Unlawful sexual conduct with a minor
2907.05 Gross sexual imposition
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
2907.31 Disseminating matter harmful to a juvenile
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 a minor in nudity-oriented material of performance

Robbery, Burglary, Trespassing & Safecracking

2911.01 Aggravated robbery
2911.02 Robbery
2911.11 Aggravated burglary
2911.12 Burglary

Crimes Against Family

2919.12 Unlawful abortion
2919.22 Endangering children
2919.24 Contributing to unruliness or delinquency of a child
2919.25 Domestic violence

Conspiracy, Attempt & Complicity; Weapons Control; Corrupt

2923.12 Carrying concealed weapons
2923.13 Having weapon while under disability
2923.161 Improperly discharging firearm at or in habitation; school related offenses

Drug Offenses

2925.02 Corrupting another with drugs
2925.03 Trafficking in drugs
2925.04 Illegal manufacture of drugs or cultivation of marijuana
2925.05 Funding of drug or marijuana trafficking
2925.06 Illegal administration or distribution of anabolic steroids
2925.11 Possession of drugs – any violation that is not a minor drug possession offense

Labeling of Hazardous Substances

3716.11 Placing harmful objects in food/confection

Former Criminal Statutes (pre 7/01/1996)

2905.04 Child stealing (before 7/01/1996)
2919.23 Interference of custody (if a violation of this statute would have been a violation of section 2905.04 as it existed prior to 7/01/1996 had the violation been committed prior to that date)
2907.12 Felonious sexual penetration (former section)

REFERENCE TO RC 3319.31

I have read the above information.

Signature

Date

QUESTION FOR APPLICANT

(1) Have you ever been subject to an investigation for child abuse conducted by Children’s Services agency or a law enforcement agency? _____ YES _____ NO

If “YES”, please give details below and indicate the results of the investigation:

Signature

Date

It is understood and agreed that Madison-Champaign Educational Service Center may contact former employer(s) for verification of my employment history and the Bureau of Criminal Identification and Investigation (BFBI) for a background check and I hereby consent to such inquiries.

Signature

Date

I understand that if I am employed prior to the receipt of the verification of my work experience, my continued employment will be conditioned on satisfactory work experience as verified by contacts with former employers.

Signature

Date

I promise that the information contained in this application and in my resume 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 may be terminated. By affixing my signature, I agree to the condition listed on this application and will, if employed, immediately tender my resignation of employment should I fail to fulfill these conditions.

Signature

Date

I have the legal right to work in the United States and will submit the appropriate documentation upon the time of hire.

Signature

Date

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 Madison-Champaign Educational Service Center Governing Board.

Signature

Date

NOTICE: Any person who knowingly make a false statement is guilty of falsification under Section 2921.13 of the Revised Code, which is a misdemeanor of the first degree.

READ CAREFULLY: Due to the length of time required for completion of the records check, it may occasionally be necessary to employ a person prior to the Madison-Champaign Educational Service Center having received the results of the criminal records investigation. By signing this document I specifically understand and agree that if I am employed by the Madison-Champaign Educational Service Center having received a criminal records check report which indicates that I do not qualify for employment the Governing Board will release me from employment, I specifically agree that the action of the Madison-Champaign Educational Service Center Governing Board 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: _____ Signed: _____

We appreciate the time and interest you have given in completing an application for the Madison-Champaign Educational Service Center. We intend to reciprocate by giving your application prompt consideration. Upon receipt of your application it will be processed and placed in our active files for consideration when openings occur. Interviews will be arranged (by invitation only) with selected candidates for vacant positions. All applications will be filed for a two year period. Please contact this office if you wish to reactivate your application.

Complete application and mail to:
Madison-Champaign Educational Service Center
2200 S. US Highway 68
Urbana, Ohio 43078

NOTE: If your application is for a current posting, please mail to the attention of the supervisor listed on the posting.

Madison-Champaign Educational Service Center provides equal employment opportunities to all people without regard to race, color, age, creed, national origin, sex, religion, disability, military status or ancestry.