



Springer

School and Center

2121 Madison Road, Cincinnati, OH 45208

This application must be accompanied by a cover letter and resume that includes educational background, certification or licensure information, and work experience. Please send these materials with the application to employment@springer-ld.org

Springer School and Center considers all applicants for all positions without regard to race, religion, gender, sexual orientation, national origin, age, disability, marital or veteran status, or any other legally protected status.

Name:

Address:

Telephone Number(s):

E-mail:

Position(s) sought:

Date available for work

Desired salary range:

Highest Degree Earned / From:

Are you a U.S. citizen or legally authorized to work in the U.S.?

(Proof of citizenship or immigration status will be required upon employment.)

**Have you ever been convicted of a criminal offense other than a minor traffic infraction?
If yes, explain:**

Do any of your friends or relatives work at Springer? If yes, state name and relationship:

How did you learn about us?

Newspaper Ad Internet Employment Agency Friend/Relative Other
 Employee Referral -Name of Employee:

Are you currently employed? If yes, where are you employed?

What is your job title?

How long have you been in this position?

May we contact your present supervisor?

If yes, please provide supervisor's name, title and telephone number(s):

Employment References

I. Employer:

Supervisor's Name and Title:

Telephone Number(s):

Dates of Employment / Job Title:

II. Employer:

Supervisor's Name and Title:

Telephone Number(s):

Dates of Employment / Job Title:

III. Employer:

Supervisor's Name and Title:

Telephone Number(s):

Dates of Employment / Job Title:

APPLICANT'S ACKNOWLEDGMENT AND AGREEMENT

I certify that information given on this application and on my resume is true and complete to the best of my knowledge. I understand that false, misleading, or incomplete information given in my application, resume or interview(s) may disqualify me from further consideration or may lead to my dismissal from employment if I am hired. I agree to notify immediately the Executive Director if I ever am convicted of a felony, or any crime involving dishonesty or any workplace substance abuse or drug use, possession or trafficking either while my job application is pending or during my period of employment, if I am hired.

I authorize the investigation of all statements contained in this application and accompanying resume. I also authorize Springer School and Center to contact my present employer (unless otherwise noted in this application form) and past employers, and I authorize any person, school, current employer (except as previously noted), past employer(s), and organizations named in this application form to provide Springer with relevant information and opinions that may be useful in making a hiring decision, and I release such persons and organizations from any legal liability for making such statements. I understand that Springer may request investigative reports concerning my prior history, including but not limited to criminal and consumer reports.

In accordance with Ohio Revised Code §3319.39 and Springer School and Center's policy, all applicants are subjected to criminal background checks. You are hereby notified that you may be disqualified from employment if you have pleaded guilty to or have been convicted of certain criminal offenses as provided by law. Applicants may be hired conditionally pending receipt of a background check. If the background check indicates that the applicant has one or more disqualifying offenses, the applicant will not be hired and any conditionally hired applicant will be released from employment immediately.

No person who may be responsible for the care, custody, and/or control of a student can be employed if the applicant has been convicted of any of the disqualifying offenses listed under R.C. 3319.39, 3319.31, and OAC 3301-20-01.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge the Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless an authorized executive of this organization specifically acknowledges such change in writing.

Signature of Applicant

Date