

EDUCATION

School Name & Address	HIGH SCHOOL	COLLEGE/UNIVERSITY	GRADUATE/PROFESSIONAL
Years Completed	9 10 11 12	1 2 3 4	1 2 3 4
Course of Study			
Diploma/Degree			
Grade Point Avg.			

SPECIALIZED SKILLS & TRAINING

→ In the following categories, you may exclude any information which may reveal race, color, religion, gender, age, ancestry, nation origin, veteran status, disability or any other status protected by law.

List any United States military training that may be related to the position for which you are applying:

List any specialized training, certification, licensure, apprenticeship, and extra-curricular or volunteer activities:

List any specialized skills (computer programs, language, equipment, etc.):

List any professional, trade, business or civic activities and positions/offices held:

State any additional information you feel may be helpful in considering your application:

EMPLOYMENT HISTORY

→ *List your current or most recent employer first. Incomplete information may prevent your application from being processed.*

Company Name:	Company Phone:
Address:	Employment Dates: <i>From:</i> _____ <i>To:</i> _____
Name & Title of Supervisor:	Salary/Wage: <i>Start:</i> _____ <i>Finish:</i> _____
Position Held & Job Duties:	Reason for Leaving:

Company Name:	Company Phone:
Address:	Employment Dates: <i>From:</i> _____ <i>To:</i> _____
Name & Title of Supervisor:	Salary/Wage: <i>Start:</i> _____ <i>Finish:</i> _____
Position Held & Job Duties:	Reason for Leaving:

Company Name:	Company Phone:
Address:	Employment Dates: <i>From:</i> _____ <i>To:</i> _____
Name & Title of Supervisor:	Salary/Wage: <i>Start:</i> _____ <i>Finish:</i> _____
Position Held & Job Duties:	Reason for Leaving:

Company Name:	Company Phone:
Address:	Employment Dates: <i>From:</i> _____ <i>To:</i> _____
Name & Title of Supervisor:	Salary/Wage: <i>Start:</i> _____ <i>Finish:</i> _____
Position Held & Job Duties:	Reason for Leaving:

REFERENCES

Name	Relationship	Years Known	Telephone Number

May we contact your current employer? Yes No

APPLICANT’S CERTIFICATION & AGREEMENT

→ PLEASE READ CAREFULLY

I understand and acknowledge that any employment relationship with Judge W. Steve McKinley and the Richland County Court of Common Pleas, Juvenile Division, is, as a matter of law, an unclassified position, under Section 124.11(A)(10) of the Ohio Revised Code. I further understand and agree that my employment and compensation is entirely “at-will”, meaning that neither are guaranteed for any period of time, that I have a right to resign or otherwise terminate my employment at any time, and that my employment and compensation may be modified or terminated, with or without cause, and with or without prior notice at any time, at the option of the appointing authority; and that I serve at the pleasure of my appointing authority, Judge W. Steve McKinley (Ohio Revised Code 2151.13). I understand that this Agreement supersedes any and all previous agreements made by any representative of the Court, and that any employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by Judge W. Steve McKinley.

I authorize the investigation of any and all of my background, qualifications and any other information from whomever the Court deems appropriate or desires, as I also authorize the release of any and all information by whomever the Court deems appropriate or desires. I release all parties from all liability for any damage that may result from furnishing this information to the Court. This release extends to all information deemed appropriate to be released by any requesting or releasing party, personal or otherwise, as well as to the Court itself, should it find it necessary at any time to release any information regarding myself or my employment record or status to any individual or organization the Court deems worthy of receiving such information. I recognize the right of the Court to treat, at its discretion, certain sources as confidential, and the right of the Court to withhold from me or my agent the names of such confidential sources, and any information obtained therefrom.

Further, I agree to take any lawful medical examination, chemical, drug or alcohol test upon request by the Court at its sole discretion as a condition of my employment, or, if hired, as a condition of my continued employment, at any time as deemed appropriate by the Court. I agree that my refusal to take any such examinations or tests immediately upon request may be cause for my not being hired, or if hired, may be cause for the immediate termination of my employment. I hereby release all persons or organizations conducting such examinations from any and all liability.

I certify that the information contained in this application is true and complete to the best of my knowledge, and I understand that if employed, any false or misleading information, or material omissions in this application or subsequent interviews shall be grounds for my termination from employment. I further certify that I have read all of the foregoing, understand the same and do hereby voluntarily agree to all the provisions contained herein. I understand that this Agreement takes effect only if hired, and by accepting an employment offer, I accept this Agreement as the only and supreme Agreement, and that part of the wages paid for the first day of employment shall serve as sufficient consideration to bind this Agreement.

READ CAREFULLY BEFORE SIGNING

I agree that any claim or lawsuit relating to my application or employment with the Richland County Common Pleas Court, Juvenile Division, 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 specifically and voluntarily waive any statute of limitations to the contrary. Further, I hereby irrevocably and unconditionally waive any right I may have to a trial by jury in respect of any litigation relating to my employment with the Court.

Applicant’s Signature

Date

If you are hired, this employment application will become part of your official employment record.