

APPLICATION FOR SUPPLEMENTAL POSITION

ADAMS COUNTY OHIO VALLEY SCHOOL DISTRICT

Complete a separate Supplemental Position Request for each posted supplemental position in which you are interested. A Supplemental Position Request is to be hand-delivered to the BUILDING PRINCIPAL for approval. Phone requests will not be honored. Supplemental Positions must be re-bid each new school year.

Email Address: _____ Date: _____

Name: _____ School Yr.: _____

Mailing Address: _____ Hm. Phone: _____

City/State/Zip: _____ Cell Phone: _____

Certified

Classified

Not presently employed full-time by AC/OVSD

Present Certified Position: _____ School: _____

Supplemental Requested: _____ School: _____

Posting Number: _____

Signature _____

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For Principal's Office Only

Principal _____

Date Received: _____

Recommend Employment: _____ Yes _____ No

Position: _____ School Year: _____

Building Administrator: Please have supplemental applicant complete top section. You complete middle section indicating your recommendation. Send the completed form to the Administration Office.

Administration Office

Superintendent or Designee _____

Date _____

Employ: _____ Yes _____ No

Effective Date of Hire: _____

For the School Year: _____

Notice Sent To:

Supplemental Employee _____
Personnel File _____
Payroll Dept. _____

Adams County Ohio Valley School District is an Equal Opportunity Employer