

Northwest Ohio Juvenile Detention, Training & Rehabilitation Center

Employment Application

The Northwest Ohio Juvenile Detention, Training and Rehabilitation Center (NWOJDT&RC) considers all applicants for employment in the facility for all positions without regard to race, color, national origin, sex, religion, age, disability, military status, or genetic information in employment or the provision of services.

(PLEASE PRINT)

| | | | | | | |
|-----------------------------|--------|------------------------|------|----------------|---------------------|--|
| Position(s) applied for: | | | | | Date of Application | |
| Last Name | | First Name | | Middle Name | | |
| Address | Number | Street | City | State | Zip Code | |
| Telephone Number () | | Cell Number () | | E-Mail Address | | |

Are you at least 19 years of age? Yes ☐ No ☐

Have you been employed with us before? Yes ☐ No ☐
If Yes, Give Date _____

Are you currently employed? Yes ☐ No ☐

May we contact your employer? Yes ☐ No ☐

Are you prevented from lawfully becoming employed
in this country because of Visa or Immigration Status? Yes ☐ No ☐
Proof of citizenship or immigration status will be required upon employment offer.

On what date would you first be available for work? _____

Are you available to work ☐ Full time ☐ Intermittent ("on call, as needed")

Can you meet the job requirements for regular and punctual attendance? Yes ☐ No ☐

Are you claiming Veterans Preference (DD-214 showing discharge type and character of service is required). Yes ☐ No ☐

| List five (5) references who are not related to you and are not previous employers. | | |
|---|---|---------------------|
| <u>Name</u> | <u>Address (Street, City, Zip Code)</u> | <u>Phone Number</u> |
| 1. _____ | _____ | _____ |
| 2. _____ | _____ | _____ |
| 3. _____ | _____ | _____ |
| 4. _____ | _____ | _____ |
| 5. _____ | _____ | _____ |

| | | | | |
|--------------------------|-------------|----------------------|-----------------|---------------------------|
| | High School | Undergraduate Degree | Graduate Degree | Professional/Trade School |
| School Name and Location | | | | |
| Years Completed | | | | |
| Diploma/Degree | | | | |
| Describe Course of Study | | | | |

Have you ever had any job-related training in the United States military?

☐

Yes

☐

No

If yes, please describe _____

Special Skills and Qualifications:

Summarize special job-related skills and qualifications acquired from employment or other experience.

This job requires shift work. Can you work any shift?

☐ Yes

☐ No

Can you work overtime if it is required of you?

☐ Yes

☐ No

Start with your present or last job. All previous employers must be listed.

1.

| | | | | |
|--------------------|------------|--------------------|-------|----------------|
| Employer | | Dates Employed | | Work Performed |
| | | From | To | |
| Address | | | | |
| Telephone Number | | Hourly Rate/Salary | | |
| Job Title | Supervisor | Starting | Final | |
| Reason for leaving | | | | |

2.

| | | | | |
|--------------------|------------|--------------------|-------|----------------|
| Employer | | Dates Employed | | Work Performed |
| | | From | To | |
| Address | | | | |
| Telephone Number | | Hourly Rate/Salary | | |
| Job Title | Supervisor | Starting | Final | |
| Reason for leaving | | | | |

3.

| | | | | |
|--------------------|------------|--------------------|-------|----------------|
| Employer | | Dates Employed | | Work Performed |
| | | From | To | |
| Address | | | | |
| | | | | |
| Telephone Number | | Hourly Rate/Salary | | |
| | | Starting | Final | |
| Job Title | Supervisor | | | |
| Reason for leaving | | | | |

4.

| | | | | |
|--------------------|------------|--------------------|-------|----------------|
| Employer | | Dates Employed | | Work Performed |
| | | From | To | |
| Address | | | | |
| | | | | |
| Telephone Number | | Hourly Rate/Salary | | |
| | | Starting | Final | |
| Job Title | Supervisor | | | |
| Reason for leaving | | | | |

If you need additional space, please continue on back of this sheet.

Eligibility for Employment

Pursuant to 29 C.F.R. §115.317, NWOJDT&RC is prohibited from hiring any applicants who have engaged in sexual abuse as a prison, jail, lockup, community confinement facility, juvenile facility, or other institution, have been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, over or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse, or has been civilly or administratively adjudicated to have engaged in sexual activity in the community facilitated by force, over or implied threats of force, or coercion.

Pursuant to OAC 5139-37-05(A), NWOJDT&RC is prohibited from hiring any applications who have been convicted of or pleaded guilty to violations of Ohio Revised Code 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 a functionally impaired person), 2903.21 (aggravated menacing), 2903.34 (patient abuse or neglect), 2905.01 (kidnapping), 2905.02 (abduction), 2905.05 (criminal child enticement), 2907.02 (rape), 2907.03 (sexual battery), 2907.04 (unlawful sexual conduct with 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 (enticement or solicitations to patronize a prostitute; procurement of a prostitute), 2907.25 (prostitution), 2907.31 (disseminating matter harmful to 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), 2911.01 (aggravated robbery), 2911.02 (robbery), 2911.11 (aggravated burglary), 2911.12 (burglary), 2919.12 (unlawful abortion), 2919.22 (endangering children), 2919.24 (contributing to unruliness or delinquency of a child), 2919.25 (domestic violence), 2923.12 (carrying concealed weapons), 2923.13 (having weapons while under disability), 2923.161 (improperly discharging firearm at or into a habitation, in a school safety zone or with intent to cause harm or panic to persons in a school building or at a school function), 2925.02 (corrupting another with drugs), 2925.03 (trafficking; aggravated trafficking in drugs), 2925.04 (illegal manufacture of drugs; illegal cultivation of marihuana; methamphetamine), 2925.041 (illegal assembly or possession of chemicals for the manufacture of drugs), 2925.05 (funding; aggravated funding of drug or marihuana trafficking), 2925.06 (illegal administration of distribution of anabolic steroids), 3716.11 (placing harmful or hazardous objects in food or confection), Sec. 2905.04 of the Revised Code as it existed prior to July 1, 1996, Sec. 2919.23 (interference with custody) of the Revised Code that would have been a violation of section 2905.04 of the Revised Code as it existed prior to July 1, 1996, had the violation been committed prior to that date, Sec. 2925.11 (possession of controlled substances) of the Revised Code that is not a minor drug possession offense, or felonious sexual penetration in violation of former section 2907.12 of the Revised Code.

Prior to hiring, you will be required to complete a criminal records background check through the bureau of criminal identification and investigation. You will be required to complete the prescribed forms and provide a set of fingerprint impressions. The criminal records check must be conducted through the bureau of criminal identification and investigation. You will also be required to complete a test for illegal drug use and provide a report through the child abuse registry system. Upon hiring, you may be required to submit to random drug tests.

INITIALS

I hereby give permission to the NWOJDT&RC to perform the necessary background investigation and reference checks regarding my application. I give permission to all parties to provide reference information to the NWOJDT&RC. I further give NWOJDT&RC permission to release information regarding my application or future employment. I hereby release and hold harmless anyone providing reference information to NWOJDT&RC for use in considering my application for employment from any and all liability that may potentially result from the release and/or use of such information. I also release and hold harmless the NWOJDT&RC from any and all liability that may potentially result from the release and/or use of information regarding my application or potential employment.

INITIALS

In consideration of the NWOJDT&RC's review of my application, I agree that any claim or lawsuit arising out of my employment with, or my application for employment with the NW Ohio Juvenile Detention, Training and Rehabilitation Center, its officials, boards, and agencies must be filed no more than six months after the date of the employment action that is the subject of the claim or lawsuit. While I understand that the statute of limitations for claims arising out of an employment action may be longer than six months, I agree to be bound by the six-month period of limitation set forth herein, and I WAIVE ANY STATUTE OF LIMITATION TO THE CONTRARY. Should a court determine in some future lawsuit that this provision allows an unreasonably short period of time to commence a lawsuit, the court shall enforce this provision as far as possible and shall declare the lawsuit barred unless it was brought within the minimum reasonable time within which the suit should have been commenced.

INITIALS

By signing below, I verify that all information provided in this application is true. I understand that any false information provided on this application will result in the removal of my application from consideration for employment, and could subject me to discipline, up to and including termination, in the event that I am hired.

Your application will be considered active for a period of time not to exceed 180 days.

Date

Sign

WAIVER AND AUTHORITY FOR THE RELEASE OF PERSONAL INFORMATION

I, _____ DO HEREBY AUTHORIZE A REVIEW OF AND FULL DISCLOSURE OF ALL RECORDS CONCERNING MYSELF TO ANY DULY AUTHORIZED AGENT OF THE NORTHWEST OHIO JUVENILE DETENTION, TRAINING & REHABILITATION CENTER (NWOJDT&RC), WHETHER THE SAID RECORDS ARE OF PUBLIC, PRIVATE OR CONFIDENTIAL NATURE.

THE INTENT OF THIS AUTHORIZATION IS TO GIVE MY CONSENT FOR FULL AND COMPLETE DISCLOSURE OF THE RECORDS OF EDUCATIONAL INSTITUTIONS, FINANCIAL OR CREDIT INSTITUTIONS, INCLUDING RECORDS OF LOANS, THE RECORDS OF COMMERCIAL OR RETAIL CREDIT AGENCIES (INCLUDING CREDIT REPORTS AND /OR RATINGS), AND OTHER FINANCIAL STATEMENTS AND RECORDS WHEREVER FILED; MEDICAL AND PSYCHIATRIC TREATMENT AND /OR CONSULTATION, INCLUDING HOSPITALS, CLINICS, PRIVATE PRACTITIONERS AND U.S. VETERAN'S ADMINISTRATION; EMPLOYMENT AND PRE-EMPLOYMENT RECORDS, INCLUDING INTERNAL INVESTIGATIVE REPORTS, BACKGROUND REPORTS, POLYGRAPH REPORTS AND CHARTS; EFFICIENCY RATING COMPLAINTS OR GRIEVANCES FILED BY OR AGAINST ME; AND THE RECORDS AND RECOLLECTIONS OF ATTORNEYS AT LAW OR OF OTHER COUNSEL; WHETHER REPRESENTING ME OR ANOTHER PERSON IN ANY CASE, EITHER CRIMINAL OR CIVIL, IN WHICH I PRESENTLY HAVE OR HAVE HAD AN INTEREST ; AND ANY OTHER DOCUMENT OR ARTICLE OF INFORMATION DEEMED PERTINENT FOR THE PURPOSES OF ASSESSING MY SUITABILITY FOR EMPLOYMENT.

I UNDERSTAND THAT ANY INFORMATION OBTAINED BY A PERSONAL HISTORY BACKGROUND INVESTIGATION WHICH IS DEVELOPED DIRECTLY OR INDIRECTLY, IN WHOLE OR IN PART, UPON THIS RELEASE AUTHORIZATION, WILL BE CONSIDERED IN DETERMINING MY SUITABILITY AS A CANDIDATE FOR EMPLOYMENT WITH THE NWOJDT&RC. I ALSO CERTIFY THAT ANY PERSONS WHO MAY FURNISH SUCH INFORMATION CONCERNING ME SHALL NOT BE HELD ACCOUNTABLE FOR GIVING THIS INFORMATION; AND I DO HEREBY RELEASE SAID PERSONS FROM ANY AND ALL LIABILITY WHICH MAY BE INCURRED AS A RESULT OF FURNISHING SUCH INFORMATION

A PHOTOCOPY OF THIS RELEASE FORM WILL BE VALID AS AN ORIGINAL THEREOF, EVEN THOUGH THE SAID PHOTOCOPY DOES NOT CONTAIN AN ORIGINAL WRITING OF MY SIGNATURE.

SIGNED THIS _____ DAY OF _____, _____

APPLICANT SIGNATURE _____

ADDRESS _____

TELEPHONE _____

NORTHWEST OHIO JUVENILE DETENTION, TRAINING AND REHABILITATION CENTER

URINALYSIS CONSENT FORM

THE POLICY AND PROCEDURES OF THE NW OHIO JUVENILE DETENTION, TRAINING & REHABILITATION CENTER REQUIRE THAT ALL POTENTIAL EMPLOYEES SUBMIT THEMSELVES TO A PRE-EMPLOYMENT DRUG AND ALCOHOL TEST. IN THE EVENT THE TEST SHOWS POSITIVE, THE PROSPECTIVE EMPLOYEE MAY ASK THAT FURTHER TESTING BE DONE IN AN EFFORT TO IDENTIFY THE PARTICULAR DRUG WHICH SHOWS POSITIVE FROM THE FIRST TEST. ADDITIONAL TESTING WILL BE DONE FROM THE SPECIMEN TAKEN DURING THIS PRE-EMPLOYMENT DRUG AND ALCOHOL TESTING.

I, THE UNDERSIGNED APPLICANT, SEEKING EMPLOYMENT WITH THE NW OHIO JUVENILE DETENTION, TRAINING & REHABILITATION CENTER, HAVE READ OR HAVE HAD THE ABOVE READ TO ME AND I DO UNDERSTAND THE CONTENTS OF THIS FORM. FOR AND IN CONSIDERATION OF THE NWOJDT&RC TAKING MY APPLICATION AND CONSIDERING ME FOR EMPLOYMENT, I DO HEREBY CONSENT TO A PRE - EMPLOYMENT DRUG AND ALCOHOL TEST OR SCREEN. I HEREBY RELEASE AND DISCHARGE THE NWOJDT&RC, ITS AGENTS AND EMPLOYEES FROM ANY AND ALL CLAIMS EITHER FORESEEN OR UNFORSEEN BY ME, NOW OR HERAFTER AS A RESULT OF CONSENTING TO A DRUG AND ALCOHOL SCREENING.

I, THE UNDERSIGNED APPLICANT, DO UNDERSTAND THAT MY FAILURE TO TAKE AND /OR PASS THE PHYSICAL EXAMINATION AND /OR THE DRUG SCREENING SHALL RESULT IN MY DISQUALIFICATION FOR EMPLOYMENT WITH THE NW OHIO JUVENILE DETENTION, TRAINING & REHABILITATION CENTER.

SIGNED THIS _____ DAY OF _____, _____



APPLICANT SIGNATURE _____