

**ERIE COUNTY TECHNICAL SCHOOL
PROPOSED AGENDA ITEM**

DATE: October 16, 2005

SUBJECT: Employment—Richard Hartline, Substitute Custodian

CATEGORY: Personnel

INITIATED BY: Aldo Jackson

DESCRIPTION:

There is a constant need for substitute employees in all phases of the operation.

RECOMMENDATION:

Motion to employ Richard B. Hartline as a substitute custodian at the rate of \$8.00 per hour.
Employment is conditioned on Mr. Hartline submitting appropriate clearances.

10:00
2-6 OK
6-10 prof med

ERIE COUNTY TECHNICAL SCHOOL
8500 OLIVER ROAD
ERIE, PA 16509
APPLICATION FOR EMPLOYMENT

(Fill Out Completely. Please type or print.)

Position Desired Janitorial

Name Richard Hartline Date 7-28-05

Address 346 Hawthorne Dr
Lake City PA 16423 Phone (814) 774-3600

State, in order of preference, skills in which you are trained and prefer to do:

Maintenance

Salary last received \$ 7.85 Initial Salary Expected \$ 7.85 up

Hobbies or outside interests? Firedept Hunting, Fishing, Camping

If you are currently employed, why do you want to leave? —

References: (Give names and addresses of persons acquainted with your work experience and ability.)

NAME	ADDRESS
<u>Phil Jackson</u>	<u>474-2375</u>
<u>Shawn Wrobileski</u>	<u>833-2431</u>
<u>Sharon Farinham</u>	<u>490-9990</u>

The Erie County Technical School does not discriminate on the basis of race, color, national or ethnic origin, sex, handicap, or disability in the administration of any of its educational programs and activities in accordance with applicable federal/state statutes and regulations. Inquiries should be directed to Paul D. Fritz, Title IX/ADA Coordinator, Erie County AVTS, 8500 Oliver Road, Erie, PA 16509, (814) 864-0641, Ext. 346. (EOE)

Employment Application Form

PLEASE PRINT ALL
INFORMATION
REQUESTED

APPLICATION FOR EMPLOYMENT

PLEASE COMPLETE.

DATE 7-28-05

Name Hartline Richard Brian
Last First Middle Maiden

Present address 346 Hawthorne Dr Lake City PA 16423
Number Street City State Zip

How long at present address? 18 yrs Social Security No. 173 - 70 - 7411

Telephone (814) 774-3600

If under 18, please list age _____

Position applied for Janitorial
Salary desired \$7.85 up

Days/hours available to work

No Pref ☒ Thur _____
Mon _____ Fri _____
Tue _____ Sat _____
Wed _____ Sun _____

How many hours can you work weekly? 40 plus Can you work nights? Yes

Employment desired ☐ FULL-TIME ONLY ☐ PART-TIME ONLY ☒ FULL- OR PART-TIME

When are you available to start work? ASAP

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete mailing address)	NUMBER OF YEARS COMPLETED	MAJOR & DEGREE
High School	<u>Girard High</u>	<u>Girard PA</u> <u>16423</u>	<u>4</u>	<u>Diploma</u>
College				
Bus. or Trade School	<u>Eric County</u> <u>Vo Tech</u>	<u>ERIC PA</u>	<u>1 month</u>	<u>Insp Cert.</u>
Professional School				

HAVE YOU EVER BEEN CONVICTED OF A CRIME? ☒ No ☐ Yes

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. _____

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DO YOU HAVE A DRIVER'S LICENSE? ☒ Yes ☐ No

Please list two references other than relatives that you have know for one year or more.

Name Phil Jackson
Position John V Warehouse
Company John V Shults
Address _____
Telephone (814) 474-2375

Name Shawn Wroblewski
Position EIT Paramedic
Company Emergence
Address _____
Telephone (814) 833-2431

An application form sometimes makes it difficult for an individual to adequately summarize a complete background. Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying.

member in Good standing with the Fairview Fire Dept
CPR/AED certified
EMT certified
Member since 2003

MILITARY

HAVE YOU EVER BEEN IN THE ARMED FORCES?

☐ Yes ☒ No

ARE YOU NOW A MEMBER OF THE NATIONAL GUARD?

☐ Yes ☒ No

Specialty _____ Date Entered _____ Discharge Date _____

PLEASE PRINT ALL
INFORMATION REQUESTED

**Work
Experience**

Please list your work experience for the **past five years** beginning with your most recent job held.
If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Name of employer <u>Great lakes on site</u>	Name of last supervisor	Employment dates	Pay or salary
Address <u>Rice Ave Cabel City</u>	<u>Rathy</u> <u>Chaffe</u>	From <u>4/04</u>	Start <u>7.50</u>
City, State, Zip code <u>PA 16423</u>		To <u>7/05</u>	Final <u>7.85</u>
Phone Number _____	Your last job title <u>Service Tech</u>		
Reason for leaving (be specific) <u>Person!</u>			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company. <u>Repair & maintain cars and light trucks</u> <u>Also Heavy Trucks</u>			

Name of employer _____	Name of last supervisor	Employment dates	Pay or salary
Address _____		From	Start
City, State, Zip code _____		To	Final
Phone number _____	Your Last Job Title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

Name of employer _____	Name of last supervisor	Employment dates	Pay or salary
Address _____		From	Start
City, State, Zip Code _____		To	Final
Phone number _____	Your last job title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

May we contact your present employer? ☐ Yes ☐ No