

Licking County Educational Service Center
145 N Quentin Road
Newark, Ohio 43055
(740)-349-6085
FAX (740) 349-6107

VERIFICATION OF PREVIOUS EXPERIENCE

To the Employee:

It is necessary to have a record of your previous employment experience. Please list each year's experience on the form below.

Name of Employee _____

Address _____

ONCE YOU HAVE LISTED YOUR EMPLOYMENT EXPERIENCE BELOW. PLEASE FORWARD THIS FORM TO YOUR PREVIOUS EMPLOYER SO THEY CAN CERTIFY THE INFORMATION IS ACCURATE.

To the Personnel Department of:

Name of Employer () Telephone

Street City State Zip

If the record below is correct, please sign and return to the address below. If not, please make the proper corrections, sign and return.

Employer	Year	# of Days	Position	Authorized Signature

Thank you for your prompt cooperation.

Please return to : Licking County Educational Service Center
Attention: Treasurer's Office
145 N Quentin Road
Newark, Ohio 43055