



## **EMPLOYMENT OPPORTUNITY**

### **Crossing Guard Alternate**

The City of Oberlin is accepting applications for the position of Crossing Guard Alternate. Openings are available for those who wish to work on an as-needed basis, potentially every day, Monday through Friday, one hour in the morning and one hour in the afternoon, coinciding with school schedules. (NOTE: The City's Crossing Guard positions are currently filled; therefore, this is an alternate [i.e., substitute] position at this time. However, this has an excellent chance of turning into a regular, daily Crossing Guard position.)

Criminal history check, reliable transportation, and working phone are required. Must be 18 years or older, enjoy the outdoors, and being around children.

Hourly rate: \$9.00.

Position will remain open until filled.

The City of Oberlin is an Equal Employment Opportunity employer. Applications are available at Oberlin City Hall, 85 S. Main Street, Oberlin, Ohio 44074 and at [www.cityofoberlin.com](http://www.cityofoberlin.com).

**CITY OF OBERLIN JOB DESCRIPTION**  
**School Crossing Guard**

<b>Title:</b> Crossing Guard	<b>Department:</b> Police Department
<b>Supervisor:</b> Auxiliary Police Captain	<b>Position(s) Supervised:</b> N/A
<b>Status:</b> Part-Time	<b>Civil Service Status:</b> Unclassified
<b>FLSA Status:</b> Non-Exempt	<b>Exemption Category:</b> N/A
<b>Bargaining Unit:</b> N/A	<b>Pay Grade:</b> Not categorized
	<b>Schedule:</b> 1 hour/morning - 1 hour/afternoon Monday through Friday – consistent with school schedules

*This description is meant to represent a body of work typically performed in this position but does not necessarily represent all the duties which may be assigned to the incumbent in the position. The incumbent is responsible for performing miscellaneous duties as needed or assigned.*

**General Statement of Duties:**

The School Crossing Guard is responsible for performing a specific safety function, directly related to facilitating a safe passage to school for school-age children. The School Crossing Guard works independently, in the absence of direct supervision, to safely cross pedestrians at assigned intersections, before and after school.

Crossing Guards have serious responsibilities. Oberlin parents are placing their trust and the care of their children into the hands of Crossing Guards every school day. The Crossing Guard shall be committed to the mission, vision and values of the City and demonstrate such through ethical conduct, community stewardship, individual initiative and responsive service. The Crossing Guard shall demonstrate leadership through effective communication and collaboration, proper use of team resources, progressive decision-making, personal accountability and responsibility.

The job description is intended merely to illustrate the duties that may be assigned to persons assigned this title. It should not be interpreted to describe all the duties that may be required of persons holding a position assigned this title or to limit the nature and extent of assignments a person may be given.

**Minimum Qualifications:**

Requires the applicant to be 18 years of age or older. Must be able to work with little supervision. This position requires working outdoors, sometimes in inclement weather. Experience working with children or in a position with public contact is highly desirable. An individual who poses a direct threat to himself/herself or others in the workplace will be deemed not qualified for this position.

**Primary Job duties:** (Essential functions are identified by an “\*”.)

**General Duties\***

- Safely escorting pedestrians at assigned intersections, across City streets, in an organized and patient manner, before and after school
- In the morning, the Crossing Guard must arrive at assigned “post” or crosswalk at least 30 minutes *before* the school session beginning and must stay 30 minutes *after* the start of school session to assist late students in crossing
- In the afternoon, the Crossing Guard must arrive at assigned “post” or crosswalk at least 20 minutes *before* the school session ends and must stay at assigned crosswalks for at least 40 minutes *after* the school session ends
- The position requires standing for an extended period of time while holding a stop sign in the air in a position visible to drivers
- Uses non-verbal signals to get and keep the attention of drivers and pedestrians
- Maintains control of pedestrians in crosswalks
- Develops and maintains effective working relationships with those contacted during the course of work
- Complies with all safety procedures, work rules, and regulations and directives established to prevent injury and/or to reduce hazards to themselves, fellow employees, municipal property, and the public
- Crossing Guards are usually hired initially into an “alternate” Crossing Guard position to work on call, if and until a permanent intersection assignment becomes available. The position is part-time, working from 0 to 10 hours per week when school is in session

**Supervision**

- Works under the supervision of the Auxiliary Police Captain

**Unusual or Special Working Conditions:**

- Responds to call-outs in times of emergency school closures.
- Required to work in severe weather conditions and possible hazardous traffic conditions.
- Dependability in this position is vital.
- Applicants must be available from 7:00 a.m. to 4:00 p.m. Applicants must be able to respond and report for work within 20 minutes if called in to work an unscheduled assignment. Applicants must be able to work in an outdoor environment and in various weather conditions.

**Required Knowledge, Skills and Abilities:**

- Knowledge of basic safety crossing techniques
- Knowledge of basic safety principles and practices
- Ability to establish and maintain effective work relationships with supervisor, co-workers, employees, City officials and the public
- Ability to investigate, analyze and effectively resolve problems and conflicts
- Ability to multi-task and perform with evolving priorities
- Ability to maintain confidentiality and handle sensitive issues with discretion/sound judgment

**Work Environment and Equipment Utilized:**

Standard traffic safety equipment is utilized routinely in the job, and the work is performed in the field, where the employee may be exposed to extreme conditions of weather, sound, odors and other unpleasant conditions and hazards. **SAFETY SENSITIVE POSTIONS ARE SUBJECT TO RANDOM DRUG AND ALCOHOL TESTING ACCORDING TO CITY POLICY.**

[REDACTED]

[REDACTED]

[REDACTED]

**City of Oberlin**  
 85 South Main Street  
 Oberlin, Ohio 44074  
 (440) 775-1531 Ph.  
 (440) 775-7208 Fax



# EMPLOYMENT APPLICATION

**Position Applied For** \_\_\_\_\_

**Date of Application** \_\_\_\_\_

We consider applicants for all positions without regard to race, color, religion, gender, national origin, sexual orientation, age, marital or veteran status, the presence of a non-job-related medical condition or disability, or any other legally protected status, as long as they are able to perform the essential functions of the job with or without reasonable accommodation. We will not refuse to hire an applicant because of disability so long as the disabled applicant is qualified to perform the essential functions of the job with or without reasonable accommodation.

(Please Print)

Last Name	First Name	Middle Name	
Address		City	State Zip Code
Telephone Numbers Home ( ) ( )		Cell Phone ( ) ( )	Social Security Number
E-Mail Address: _____			

- Are you age 18 or over?  Yes  No
- Are you employed now?  Yes  No
- May we contact your present employer? (ONLY upon establishing mutual interest)  Yes  No

On what date would you be available for work? \_\_\_\_\_

Are you available to work:  Full Time  Part Time  Shift Work  Temporary

- Do you currently possess a valid Ohio Drivers License?  Yes  No
- Do you currently possess a valid Commercial Drivers License (CDL)?  Yes  No
- If yes, does your CDL have air brakes and tanker endorsements?  Yes  No
- Has your driver's license ever been suspended because you operated a motor vehicle while under the influence of alcohol or drugs?  Yes  No

## For Personnel Department Use Only

Arrange Interview  Yes  No

Remarks \_\_\_\_\_

Employed  Yes  No Date of Employment \_\_\_\_\_

Job Title \_\_\_\_\_ Hourly Rate/Salary \_\_\_\_\_ Department \_\_\_\_\_

By \_\_\_\_\_ Name and Title \_\_\_\_\_ Date \_\_\_\_\_

# Education

School Name and Address	High School or GED				Undergraduate College/University				Graduate/Professional			
	9	10	11	12	1	2	3	4	1	2	3	4
Years Completed												
Diploma/Degree												
Describe Course of Study												
Describe any specialized training, apprenticeship, skills, and extra-curricular activities												
Describe any honors you have received												
State any additional information you feel may be helpful to us in considering your application												

*(Educational level will be considered only to the extent a particular level of educational achievement is necessary for successful job performance.)*

## List professional, trade, business, or civic activities and offices held.

*You may exclude memberships which would reveal gender, race, color, religion, national origin, age, ancestry, disability, political affiliation, or other protected status.*

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# References

## List three work references (not related to you) preferably in a supervisory role.

Years Known	Name	Telephone Number	Position
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

# Special Skills and Qualifications

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

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# Employment Experience

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, age, ancestry, gender, national origin, disabilities, political affiliation, or other protected status. If you need additional space, please continue on a separate sheet of paper. **This section must be filled out, even if you are attaching a resume!**

1.	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number(s)	Hourly Rate/Salary		
	Job Title                      Supervisor	Starting	Final	
	Reason for <u>WANTING</u> to Leave			
2.	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number(s)	Hourly Rate/Salary		
	Job Title                      Supervisor	Starting	Final	
	Reason for Leaving			
3.	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number(s)	Hourly Rate/Salary		
	Job Title                      Supervisor	Starting	Final	
	Reason for Leaving			
4.	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number(s)	Hourly Rate/Salary		
	Job Title                      Supervisor	Starting	Final	
	Reason for Leaving			

Are you currently on "lay-off" status and subject to recall?  Yes  No  
 If you have served in the U.S. Armed Forces, are you currently discharged from active duty?  Yes  No  
 Are you legally eligible for employment in the United States?  Yes  No  
*(If you are hired by the City you must provide proof of your eligibility and any required documentation.)*

Have you ever been convicted in civilian or military courts of a felony or a misdemeanor (other than a minor traffic offense), or are there currently charges pending against you?  Yes  No  
*A conviction will not necessarily be a bar to employment. Factors such as date, nature/number of offenses, age at the time of offense & rehabilitation will be considered.*

If yes, please explain: \_\_\_\_\_

*(The following questions will be considered only regarding jobs that require employees to drive as part of their duties.)*

## Applicant's Statement

I, \_\_\_\_\_, understand that this is an application for employment and not an employment contract.  
*(Print Applicant Name Here)*

I certify that the answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that the City may make a thorough investigation of my entire work and personal history and may verify all data given in my application for employment, related documents or interviews. I authorize such investigation and release from liability any person(s) giving or receiving such information. I understand that falsification of data so given, or other derogatory information discovered as a result of this investigation, may prevent my being hired, or, if hired, may subject me to immediate dismissal.

I understand that if the City offers me employment, the offer of employment will be contingent upon me taking and passing a drug test as a condition of employment, and further understand that I may be required to submit to additional pre-employment testing as may be required for the job.

I understand that if the City offers me employment, I am required to abide by all rules and regulations of the City, and that the City retains the right to establish, modify and change those regulations including those pertaining to scheduling, overtime and shift assignments. I understand that if hired by the City, my employment can be terminated by the City subject only to applicable laws and regulations.

I am aware this application is a 'Public Record' as defined by Ohio Public Records law and will be treated in accordance with that law.

\_\_\_\_\_  
 Signature of Applicant

\_\_\_\_\_  
 Date

\*\*\*\*\* FOR INSTRUCTIONAL USE ONLY \*\*\*\*\*

## READ BEFORE COMPLETING YOUR DMA FORM

**Forms not conforming to the specifications listed below or not submitted to the appropriate agency or office will not be processed.**

- To complete this form, you will need a copy of the Terrorist Exclusion List for reference. The Terrorist Exclusion List can be found on the Ohio Homeland Security Web site at the following address:

<http://www.homelandsecurity.ohio.gov/dma.asp>

- Be sure you have the correct DMA form. If you are applying for a state issued license, permit, certification or registration, the "State Issued License" DMA form must be completed (HLS 0036). If you are applying for employment with a government entity, the "Public Employment" DMA form must be completed (HLS 0037). If you are obtaining a contract to conduct business with or receive funding from a government entity, the "Government Business and Funding Contracts" DMA form must be completed (HLS 0038).
- Your DMA form is to be submitted to the issuing agency or entity. "Issuing agency or entity" means the government agency or office that has requested the form from you or the government agency or office to which you are applying for a license, employment or a business contract. For example, if you are seeking a business contract with the Ohio Department of Commerce's Division of Financial Institutions, then the form needs to be submitted to the Department of Commerce's Division of Financial Institutions. Do NOT send the form to the Ohio Department of Public Safety UNLESS you are seeking a license from or employment or business contract with one of its eight divisions listed below.
- Department of Public Safety Divisions:

Administration	Ohio Homeland Security*
Ohio Bureau of Motor Vehicles	Ohio Investigative Unit
Ohio Emergency Management Agency	Ohio Criminal Justice Services
Ohio Emergency Medical Services	Ohio State Highway Patrol
- \* DO **NOT** SEND THE FORM TO OHIO HOMELAND SECURITY UNLESS OTHERWISE DIRECTED. FORMS SENT TO THE WRONG AGENCY OR ENTITY WILL NOT BE PROCESSED.

\*\*\*\*\* FOR INSTRUCTIONAL USE ONLY \*\*\*\*\*

**OHIO DEPARTMENT OF PUBLIC SAFETY**  
**Division of Homeland Security**

## Terrorist Exclusion List

As of March 16, 2009

### U.S. Department of State List of Designated Foreign Terrorist Organizations

1. Abu Nidal Organization (ANO) (International, Palestinian)
2. Abu Sayyaf Group (ASG) (Philippines)
3. Al-Aqsa Martyrs Brigade (Palestinian)
4. Al-Shabaab (Somali)
5. Ansar al-Islam (Iraqi Kurdistan)
6. Armed Islamic Group (GIA) (Algeria)
7. Asbat al-Ansar (Lebanon)
8. Aum Shinrikyo (Japan)
9. Basque Fatherland and Liberty (ETA) (Spain, France)
10. Communist Party of the Philippines/New People's Army (CPP/NPA) (Philippines)
11. Continuity Irish Republican Army (Northern Ireland)
12. Gama'a al-Islamiyya (Egypt)
13. HAMAS (Islamic Resistance Movement) (Palestinian)
14. Harakat ul-Jihad-i-Islami/Bangladesh (HUJI-B) (Bangladesh)
15. Harakat ul-Mujahidin (HUM) (Kashmir, India)
16. Hizballah (Party of God) (Lebanon)
17. Islamic Jihad Group (Syria)
18. Islamic Movement of Uzbekistan (IMU) (Uzbekistan)
19. Jaish-e-Mohammed (Army of Mohammed) (JEM) (Kashmir, India)
20. Jemaah Islamiya organization (JI) (Southeast Asia)
21. al-Jihad (Egyptian Islamic Jihad) (Egypt)
22. Kahane Chai (Kach) (Israel)
23. Kongra-Gel (KKG, formerly Kurdistan Workers' Party, PKK, KADEK, Kongra-Gel) (Turkey, Iran, Iraq, Syria)
24. Lashkar-e Tayyiba (Army of the Righteous) (LT) (Kashmir)
25. Lashkar i Jhangvi
26. Liberation Tigers of Tamil Eelam (LTTE) (Sri Lanka)
27. Libyan Islamic Fighting Group (LIFG) (Libya)
28. Moroccan Islamic Combatant Group (GICM) (Morocco)
29. Mujahedin-e Khalq Organization (MEK) (Iran)
30. National Liberation Army (ELN) (Colombia)
31. Palestine Liberation Front (PLF) (Palestinian)
32. Palestinian Islamic Jihad (PIJ) (Palestinian)
33. Popular Front for the Liberation of Palestine (PFLP) (Palestinian)
34. PFLP-General Command (PFLP-GC) (Palestinian)
35. Tanzim Qa'idat al-Jihad fi Bilad al-Rafidayn (QJBR) (al-Qaida in Iraq) (formerly Jama'at al-Tawhid wa'al-Jihad, JTJ, al-Zarqawi Network) (Iraq)
36. al-Qa'ida (Global)
37. al-Qa'ida in the Islamic Maghreb (formerly GSPC) (The Maghreb)
38. Real IRA (Northern Ireland)
39. Revolutionary Armed Forces of Colombia (FARC) (Colombia)
40. Revolutionary Nuclei (formerly ELA) (Greece)
41. Revolutionary Organization 17 November (Greece)
42. Revolutionary People's Liberation Party/Front (DHKP/C) (Turkey)
43. Shining Path (Sendero Luminoso, SL) (Peru)
44. United Self-Defense Forces of Colombia (AUC) (Colombia)

**OHIO DEPARTMENT OF PUBLIC SAFETY**  
**Division of Homeland Security**

**U.S. Department of State Terrorist Exclusion List**

1. Afghan Support Committee (a.k.a. Ahya ul Turas; a.k.a. Jamiat Ayat-ur-Rhas al Islamia; a.k.a. Jamiat Ihya ul Turath al Islamia; a.k.a. Lajnat el Masa Eidatul Afghania)
2. Al Taqwa Trade, Property and Industry Company Ltd. (f.k.a. Al Taqwa Trade, Property and Industry; f.k.a. Al Taqwa Trade, Property and Industry Establishment; f.k.a. Himmat Establishment; a.k.a. Waldenberg, AG)
3. Al-Hamati Sweets Bakeries
4. Al-Ittihad al-Islami (AIAI)
5. Al-Manar
6. Al-Ma'unah
7. Al-Nur Honey Center
8. Al-Rashid Trust
9. Al-Shifa Honey Press for Industry and Commerce
10. Al-Wafa al-Igatha al-Islamia (a.k.a. Wafa Humanitarian Organization; a.k.a. Al Wafa; a.k.a. Al Wafa Organization)
11. Alex Boncayao Brigade (ABB)
12. Anarchist Faction for Overthrow
13. Army for the Liberation of Rwanda (ALIR) (a.k.a. Interahamwe, Former Armed Forces (EX-FAR))
14. Asbat al-Ansar
15. Babbar Khalsa International
16. Bank Al Taqwa Ltd. (a.k.a. Al Taqwa Bank; a.k.a. Bank Al Taqwa)
17. Black Star
18. Communist Party of Nepal (Maoist) (a.k.a. CPN(M); a.k.a. the United Revolutionary People's Council, a.k.a. the People's Liberation Army of Nepal)
19. Continuity Irish Republican Army (CIRA) (a.k.a. Continuity Army Council)
20. Darkazanli Company
21. Dhamat Houmet Daawa Salafia (a.k.a. Group Protectors of Salafist Preaching; a.k.a. Houmat Ed Daawa Es Salafiya; a.k.a. Katibat El Ahoual, a.k.a. Protectors of the Salafist Predication; a.k.a. El-Ahoual Battalion; a.k.a. Katibat El Ahouel; a.k.a. Houmate Ed-Daawa Es-Salafia; a.k.a. the Horror Squadron; a.k.a. Djamaat Houmat Eddawa Essalafia; a.k.a. Djamaat Houmat Ed Daawa Es Salafiya; a.k.a. Salafist Call Protectors; a.k.a. Djamaat Houmat Ed Daawa Es Salafiya; a.k.a. Houmate el Da'awaa es-Salafiyya; a.k.a. Protectors of the Salafist Call; a.k.a. Houmat ed-Daaoua es-Salafia; a.k.a. Group of Supporters of the Salafiste Trend; a.k.a. Group of Supporters of the Salafist Trend)
22. Eastern Turkistan Islamic Movement (a.k.a. Eastern Turkistan Islamic Party; a.k.a. ETIM; a.k.a. ETIP)
23. First of October Antifascist Resistance Group (GRAPO) (a.k.a. Grupo de Resistencia Anti-Fascista Premero De Octubre)
24. Harakat ul Jihad i Islami (HUJI)
25. International Sikh Youth Federation
26. Islamic Army of Aden
27. Islamic Renewal and Reform Organization
28. Jamiat al-Ta'awun al-Islamiyya
29. Jamiat ul-Mujahideen (JUM)
30. Japanese Red Army (JRA)
31. Jaysh-e-Mohammed
32. Jayshullah
33. Jerusalem Warriors
34. Lashkar-e-Tayyiba (LET) (a.k.a. Army of the Righteous)
35. Libyan Islamic Fighting Group
36. Loyalist Volunteer Force (LVF)
37. Makhtab al-Khidmat
38. Moroccan Islamic Combatant Group (a.k.a. GICM; a.k.a. Groupe Islamique Combattant Marocain)

**OHIO DEPARTMENT OF PUBLIC SAFETY**  
**Division of Homeland Security**

39. Nada Management Organization (f.k.a. Al Taqwa Management Organization SA)
40. New People's Army (NPA)
41. Orange Volunteers (OV)
42. People Against Gangsterism and Drugs (PAGAD)
43. Red Brigades-Combatant Communist Party (BR-PCC)
44. Red Hand Defenders (RHD)
45. Revival of Islamic Heritage Society (Pakistan and Afghanistan offices -- Kuwait office not designated) (a.k.a. Jamia Ihya ul Turath; a.k.a. Jamiat Ihia Al- Turath Al-Islamiya; a.k.a. Revival of Islamic Society Heritage on the African Continent)
46. Revolutionary Proletarian Nucleus
47. Revolutionary United Front (RUF)
48. Salafist Group for Call and Combat (GSPC)
49. The Allied Democratic Forces (ADF)
50. The Islamic International Brigade (a.k.a. International Battalion, a.k.a. Islamic Peacekeeping International Brigade, a.k.a. Peacekeeping Battalion, a.k.a. The International Brigade, a.k.a. The Islamic Peacekeeping Army, a.k.a. The Islamic Peacekeeping Brigade)
51. The Lord's Resistance Army (LRA)
52. The Pentagon Gang
53. The Riyadus-Salikhin Reconnaissance and Sabotage Battalion of Chechen Martyrs (a.k.a. Riyadus-Salikhin Reconnaissance and Sabotage Battalion, a.k.a. Riyadh-as-Saliheen, a.k.a. the Sabotage and Military Surveillance Group of the Riyadh al-Salihin Martyrs, a.k.a. Riyadus Salikhin Reconnaissance and Sabotage Battalion of Shahids (Martyrs))
54. The Special Purpose Islamic Regiment (a.k.a. the Islamic Special Purpose Regiment, a.k.a. the al-Jihad-Fisi-Sabilillah Special Islamic Regiment, a.k.a. Islamic Regiment of Special Meaning)
55. Tunisian Combat Group (a.k.a. GCT, a.k.a. Groupe Combattant Tunisien, a.k.a. Jama'a Combattante Tunisien, a.k.a. JCT; a.k.a. Tunisian Combatant Group)
56. Turkish Hizballah
57. Ulster Defense Association (a.k.a. Ulster Freedom Fighters)
58. Ummah Tameer E-Nau (UTN) (a.k.a. Foundation for Construction; a.k.a. Nation Building; a.k.a. Reconstruction Foundation; a.k.a. Reconstruction of the Islamic Community; a.k.a. Reconstruction of the Muslim Ummah; a.k.a. Ummah Tameer I-Nau; a.k.a. Ummah Tameer E-Nau; a.k.a. Ummah Tameer-I-Pau)
59. Youssef M. Nada & Co. Gesellschaft M.B.H.

**U.S. Treasury Department's Designated Charities and Potential Fundraising  
Front Organizations for FTOs**

1. Makhtab al-Khidamat / Al Kifah (formerly U.S.-based, Pakistan)
2. Al Rashid Trust (Pakistan)
3. Wafa Humanitarian Organization (Pakistan, Saudi Arabia, Kuwait, United Arab Emirates)
4. Rabita Trust (Pakistan)
5. Ummah Tameer E-Nau (Pakistan)
6. Revival of Islamic Heritage Society - Pakistan and Afghanistan Branches (Kuwait, Afghanistan, Pakistan)
7. Afghan Support Committee (Afghanistan, Pakistan)
8. Al Haramain Foundation (Indonesia, Kenya, Pakistan, Tanzania, Bosnia, Somalia, Bangladesh, Afghanistan, Albania, Ethiopia, Netherlands, Comoros Islands, and United States branches)
9. Aid Organization of the Ulema (Pakistan)
10. Global Relief Foundation (United States)

**OHIO DEPARTMENT OF PUBLIC SAFETY**  
**Division of Homeland Security**

11. Benevolence International Foundation (United States):
12. Benevolence International Fund (Canada)
13. Bosanska Idealna Futura (Bosnia)
14. Stichting Benevolence International Nederland (Netherlands)
15. Lajnat al Daawa al Islamiyya (Kuwait, Pakistan, Afghanistan)
16. Al Akhtar Trust (Pakistan)
17. Taibah International (Bosnia)
18. Al Haramain & Al Masjed Al Aqsa Charity Foundation (Bosnia)
19. Al Furqan (Bosnia)
20. Islamic African Relief Agency (IARA) / Islamic Relief Agency (ISRA) (Sudan, United States and 40 other branches throughout the world)
21. The Holy Land Foundation for Relief and Development (United States)
22. Al Aqsa Foundation (United States, Europe, Pakistan, Yemen, South Africa)
23. Comité de Bienfaisance et de Secours aux Palestiniens (France)
24. Association de Secours Palestinien (Switzerland)
25. Interpal (Palestinian Relief & Development Fund) (United Kingdom)
26. Palestinian Association in Austria (Austria)
27. Sanibil Association for Relief and Development (Lebanon)
28. Elehssan Society (Palestinian territories)
29. Aleph (Aum Shinnikyo/Aum Supreme Truth)
30. Rabbi Meir David Kahane Memorial Fund (Kahane Chai and Kach)  
American Friends of the United Yeshiva (Kahane Chai and Kach)  
American Friends of Yeshivat Rav Meir (Kahane Chai and Kach)  
Friends of the Jewish Idea Yeshiva (Kahane Chai and Kach)
31. Irish Republican Prisoners Welfare Association (Real IRA)
32. Socorro Popular Del Peru/People's Aid of Peru (Sendero Luminoso/Shining Path)



OHIO DEPARTMENT OF PUBLIC SAFETY  
 DIVISION OF HOMELAND SECURITY  
<http://www.homelandsecurity.ohio.gov>

**PUBLIC EMPLOYMENT**

In accordance with section 2909.34 of the Ohio Revised Code

**DECLARATION REGARDING MATERIAL ASSISTANCE/NONASSISTANCE TO A TERRORIST ORGANIZATION**

This form serves as a declaration by an applicant for public employment of material assistance/nonassistance to an organization on the U.S. Department of State Terrorist Exclusion List ("TEL"). Please see the Ohio Homeland Security Division Web site for a copy of the TEL.

Any answer of "yes" to any question, or the failure to answer "no" to any question on this declaration shall serve as a disclosure that material assistance to an organization identified on the U.S. Department of State Terrorist Exclusion List has been provided. Failure to disclose the provision of material assistance to such an organization or knowingly making false statements regarding material assistance to such an organization is a felony of the fifth degree.

For the purposes of this declaration, "material support or resources" means currency, payment instruments, other financial securities, funds, transfer of funds, and financial services that are in excess of one hundred dollars, as well as communications, lodging, training, safe houses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials.

LAST NAME		FIRST NAME		MIDDLE INITIAL
HOME ADDRESS				
CITY		STATE	ZIP	COUNTY
HOME PHONE		WORK PHONE		

**DECLARATION**

In accordance with section 2909.32 (A)(2)(b) of the Ohio Revised Code

For each question, indicate either "yes," or "no" in the space provided. Responses must be truthful to the best of your knowledge.

- Are you a member of an organization on the U.S. Department of State Terrorist Exclusion List?  Yes  No
- Have you used any position of prominence you have with any country to persuade others to support an organization on the U.S. Department of State Terrorist Exclusion List?  Yes  No
- Have you knowingly solicited funds or other things of value for an organization on the U.S. Department of State Terrorist Exclusion List?  Yes  No
- Have you solicited any individual for membership in an organization on the U.S. Department of State Terrorist Exclusion List?  Yes  No
- Have you committed an act that you know, or reasonably should have known, affords "material support or resources" to an organization on the U.S. Department of State Terrorist Exclusion List?  Yes  No
- Have you hired or compensated a person you knew to be a member of an organization on the U.S. Department of State Terrorist Exclusion List, or a person you knew to be engaged in planning, assisting, or carrying out an act of terrorism?  Yes  No

If an applicant's employment is denied due to a positive indication on this form, the applicant may request the Ohio Department of Public Safety to review the denial. Please see the Ohio Homeland Security Web site for information on how to file a request for review.

**CERTIFICATION**

I hereby certify that the answers I have made to all of the questions on this declaration are true to the best of my knowledge. I understand that if this declaration is not completed in its entirety, it will not be processed and I will be automatically disqualified. I understand that I am responsible for the correctness of this declaration. I understand that failure to disclose the provision of material assistance to an organization identified on the U.S. Department of State Terrorist Exclusion List, or knowingly making false statements regarding material assistance to such an organization is a felony of the fifth degree. I understand that any answer of "yes" to any question, or the failure to answer "no" to any question on this declaration shall serve as a disclosure that material assistance to an organization identified on the U.S. Department of State Terrorist Exclusion List has been provided by myself or my organization. If I am signing this on behalf of a company, business or organization, I hereby acknowledge that I have the authority to make this certification on behalf of the company, business or organization referenced above.

X  
 APPLICANT SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

# EQUAL EMPLOYMENT OPPORTUNITY SURVEY

(Read information below)

**Attention!!** Please return this form to the Oberlin Municipal Building Administrative Offices at 85 South Main Street with your completed application

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Name \_\_\_\_\_ (Please Print)

Male     Female    Education Level \_\_\_\_\_  
(i.e. GED, High School, Some College, 2-year or 4-year degree, etc.)

Race:  Black (Non-Hispanic)     White (Non-Hispanic)  
 Hispanic     Asian/Pacific Islander  
 American Indian/Alaska Native     Other \_\_\_\_\_

Do you have a physical or mental disability? (*Answer is strictly voluntary*)     Yes     No

Job applied for \_\_\_\_\_ Date \_\_\_\_\_

What led you to apply:

Newspaper or Prof. Journal Advertisement \_\_\_\_\_ (Please Specify)  
 College/School Employment/Guidance Office     Cable TV     I am a Current Employee  
 Church \_\_\_\_\_ (Please Specify)     Internet     Word of Mouth  
 Other \_\_\_\_\_

In which City, Village or Township do you reside? \_\_\_\_\_

*Thank you for your assistance*

## IMPORTANT INFORMATION

The data requested above will be kept strictly confidential and will **NOT** be a part of any personnel or job application records. This information will be accessible only to the Equal Employment Opportunity Officer and is being gathered in compliance with Federal Equal Employment opportunity regulations. It will be used to evaluate the City's policy of providing equal job opportunities to all applicants, and to respond to federal and state reporting requirements.

**SPECIAL NOTE:** Should you feel that you were discriminated against while seeking a particular job with the City of Oberlin, you are encouraged to file a written complaint to that effect with the Equal Employment Opportunity Officer.

**PLEASE COMPLETE THE INFORMATION ABOVE!**