

Licking Regional 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 Regional Educational Service Center
Attention: Treasurer's Office
145 N Quentin Road
Newark, Ohio 43055