

Together
Everyone
Achieves
More

**BLANCHARD
VALLEY
CENTER**

March is
MR/DD
Awareness Month



Hancock County Board of MR/DD 
www.blanchardvalley.org 419.422.6387

1700 E. Sandusky St. Findlay, Ohio 45840

Employment Application Instructions:

Prior to your application being considered for an interview, the following forms must be completed and returned to the Human Resource Office of Blanchard Valley Center.

- OHIO CIVIL SERVICE APPLICATION
 - exam not required

- CONTINGENCY OF HIRE
 - * Please attach a copy of social security card and current driver's license
 - * Please note that a pre-employment drug screen and fingerprinting are required of all new hires upon acceptance of a position with Blanchard Valley Center.

- DISCLAIMER OF NEPOTISM

- COPY OF HIGH SCHOOL DIPLOMA, GED &/OR COLLEGE TRANSCRIPTS (Indicated on job posting which is required for position.)
 - * Copy should be included when returning application packet.

- PROOF OF VEHICLE LIABILITY INSURANCE

- REFERENCE INFORMATION: 1-personal & 2 professional
 - List of reference name, address, and phone number
 - or
 - Reference may complete attached form(s) and fax or mail
 - Attn: HR Department

- RESUME AND COVER LETTER (If required per posting)

PLEASE CALL WITH ANY QUESTION'S YOU MAY HAVE WHILE COMPLETING THE APPLICATION PACKET.

Blanchard Valley Center: 419-422-6387 and ask for Jenny Ferguson or Cindy Maag