



Sunrise School Division

Box 1206, Beausejour, Manitoba R0E 0C0
Telephone: 204-268-6538 Fax: 204-268-6545
Website: www.sunrisesd.ca

Teacher Employment Application

This personal information is being collected for recruitment and selection purposes. It is protected by the Protection of Privacy provisions of The Freedom of Information and Protection of Privacy Act. If you have any questions about the collection, please contact the People Services Department at 344-2nd Street North, Beausejour, Manitoba or Telephone: 204.268.6530 or Fax: 204.268.6545.

Personal and Employment Information (Please Print)

Name _____
Surname First Middle Initial

Address _____ Phone Number(s) _____
Box, Street, etc.
_____ Postal Code _____
City/Town Province

Social Insurance Number (Optional) _____ MB Teaching Certificate No. _____
(Attach Copy)

Professional School Personnel (PSP) No. _____ Classification: 1 – 3 _____ 4 – 7 _____

Email _____ Are you legally entitled to work in Canada? Yes No

Have you ever been employed by the Sunrise School Division before? Yes No

If yes, Year(s) _____ Position(s) _____

Grade and Subject Preference

Level(s) You Are Qualified to Teach

Kindergarten Grade 1 Grade 2 Grade 3 Grade 4 Grade 5 Grade 6 Grade 7 Grade 8
Grade 9 Grade 10 Grade 11 Grade 12

Teaching Areas (Indicate Preferences)

Grades

Subjects

First Choice _____
Second Choice _____
Third Choice _____

Other Areas

Biology Chemistry English French (Basic) Geography
 Health History Language Arts Math Physics
 Science Social Studies Other: _____

Specialized Curriculum

Adult Ed. Art Band Bus. Ed. Computer Science
 Counseling Drama Early Childhood ESL French Immersion
 German Home Ec. Indust. Arts Library Music
 Psychology Phys.Ed. Resource Sociology Spec. Ed.
 Ukrainian Voc. Ed. Other

Post Secondary Education

Name Of School, College Or University	Location	Attended	Courses		Highest grade completed or certificate,
		Fr. (yy) To (yy)	Major	Minor	Degree, Diploma Attained
Additional Comments/Identification of Specialized Training or Certificates Obtained:					

Experience

i) Teaching

List all *teaching* experience in chronological order from most recent to *least* (do not include permit teaching, student teaching or substitute teaching)

Name and location of school, division or district	Grade or subject taught	From mm/yy	To mm/yy	Reason for leaving
	Total	Years	Months	

ii) Student Teaching

Complete this section if you have less than two (2) years teaching experience, including only information pertaining to the final year of Student Teaching.

Name And Location Of School, Division Or District	Grade or subject taught	From mm/yy	To mm/yy	Advisor(s)

**** Note: One or more copies of student teaching reports should be submitted by teachers without experience.**

iii) Vocational Experience

Particulars of occupational or trade experience (If more space is required, please list on separate sheet and attach to application.)

Name Of Institution Or Company	Position	From mm/yy	To mm/yy	Credentials

iv) Other Employment

If you have been employed regularly or during summer vacation periods, please indicate below, beginning with your last employer.

Name of Company	Position	From mm/yy	To mm/yy	Nature of Work

Professional Interests and Other Activities

Please indicate any professional committees, cultural and/or community activities with which you have been involved.

Extra-Curricular Activities

If asked to join the Sunrise Team, please indicate the co-curricular or extra-curricular activities that you are prepared to initiate direct and supervise:

References

Please identify at least three people who are qualified to comment on your teaching ability and/or from previous employers.

Name	Position	Daytime Telephone	Email Address

The Sunrise School Division requires all persons offered employment with the Division to agree to the following checks. Employment is conditional upon the results of these checks.

- Child Abuse Registry Check through the Child and Family Support Branch
- Criminal Record Check through the Winnipeg Police Service or RCMP

I understand that the information provided by myself in this application is intended to encourage the Sunrise School Division to enter into a Contract of Employment with me. I subsequently understand and agree that the provision of false, misleading, or incomplete information, in this application, will constitute just cause for my dismissal from any employment between myself and the Division. This will also fully justify the Division in treating any contract entered into, with me, to be null and void.

I hereby authorize the Sunrise School Division to conduct a personal investigation in connection with my application for employment.

Signature of Applicant

Date

Please be advised that this application will not be considered for active employment with the Sunrise School Division unless it is
SIGNED BY THE APPLICANT

Checklist:

- All sections completed
- Enclosed personal resume
- Enclosed one (1) page 'Philosophy of Education'
- Reference names and contact information provided (3)
- Student Teachers: Student Teaching Reports included

Please Note:

- Interviews will be arranged with selected candidates when appropriate teaching positions arise.
- Please visit www.sunrisesd.ca under Job Postings to view postings throughout the year.
- Applications are to be renewed or updated for each year.

Return this application and applicable documents to:

dlamoureux@sunrisesd.ca

or mail to:

"Teacher Applications"

Sunrise School Division

Box 1206, Beausejour, Manitoba R0E 0C0

Telephone: 204-268-6538 Fax: 204-268-6545

FOR OFFICE USE ONLY

Received by: _____
Human Resources Dept.

Date

Approved by: _____
Assistant Superintendent

Date