

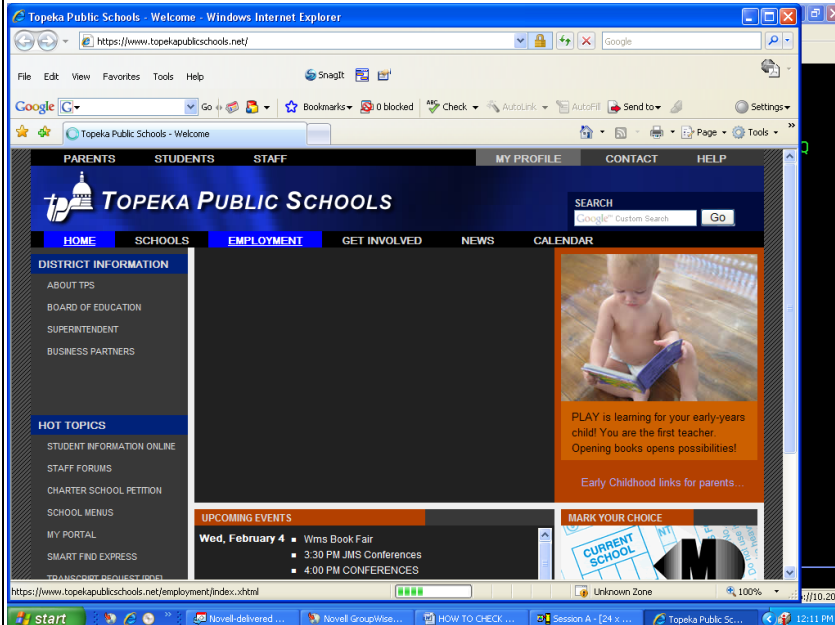
# HOW TO APPLY (GENERAL PUBLIC)

Go to District Web Page

[www.topekapublicschools.net](http://www.topekapublicschools.net)

Left Click on:

**EMPLOYMENT**



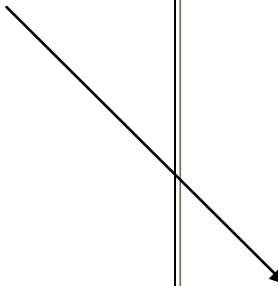
Left Click on

**Job Opportunities**




- Job Opportunities
- How To Apply
- Salary and Benefits
- Substitute Services

Left Click on the job title of your choice to open the description and application link.



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### Search Available Positions

Job Type:    
Additional Criteria:    
Results Per Page:

### Select a Position

Title	Posted	Type	Location	
<a href="#">Bilingual Paraprofessional I-A</a>	06/02/2008	Full-Time	Classified	District Wide
<a href="#">Bus Paraprofessional</a>	07/15/2008	Part-Time	Classified	Service Center
<a href="#">Casual Activity Bus Driver</a>	06/18/2008	Part-Time	Classified	District Wide
<a href="#">Certified (non-teachers i.e. OT...)</a>	06/02/2008	Full-Time	Certified	District Wide
<a href="#">Custodial Helper</a>	08/06/2008	Part-Time	Classified	District Wide
<a href="#">Custodian III - Lowman Hill</a>	02/03/2009	Full-Time	Classified	Lowman Hill Elementary School
<a href="#">Elementary Teacher</a>	10/28/2008	Full-Time	Certified	District Wide
<a href="#">Food Service Workers</a>	06/02/2008	Full-Time	Classified	To Be Determined
<a href="#">Head Boy's Soccer Coach</a>	01/14/2009	Full-Time	Athletics	Highland Park High School
<a href="#">Head Football Coach</a>	01/14/2009	Part-Time	Athletics	Highland Park High School

Page 1 of 4  Total Records: 31

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Left Click

**Apply for this Position**

to go to job application



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### Summer School Teachers - Middle School

#### Job Description

IMMEDIATE SUPERVISOR: Program Supervisor/Summer School Coordinator

SALARY: \$17.00 per hour

DUTY DATE: Classes will be five (5) days a week beginning Tuesday, May 26, 2009 through Friday, June 26, 2009.

#### PROGRAM DESCRIPTION:

The middle school summer programs will be held at French and Eisenhower Middle Schools. The positions are in the area of reading/language arts and math. Teachers will be required to be on duty (paid) for four (4) hours, 8:00 AM – 12:00 PM daily.

QUALIFICATIONS: Candidates should hold a valid Kansas teaching certificate and be a current employee of USD 501.

Primary Location: District Wide

Salary Information: / Hour

#### Job Contact Information

#### Apply Now

Apply for This Position

Applications will be accepted beginning on **Monday, February 02, 2009 Friday, March 27, 2009**

When you have completed all information you wish to submit:

Left Click

**Save and Continue**

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You are not applying for a job.

Updating Profile Information.

Cancel Save and Continue

#### Personal Information

Fields marked with an asterisk (\*) are required.

#### Contact Information

First Name \* Phyllis  
Last Name \* Scott  
Middle Name  
Other Name

#### Internal

Current Building Burnett Administrative Center  
Current Grade  
Current Subject  
Employment Start Date (mm/dd/yyyy)  
Present Job  
Supervisor Name  
Work Phone 295-3011  
Additional Information  
Employee ID 005584

Cancel Save and Continue

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You are applying for Summer School Teachers - Middle School.

Application in Progress

Review Your Information

Policy, Privacy Policy, and Disclaimer

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Review Profile Information

Personal Information

Contact Information

First Name Phyllis  
Last Name Scott  
Middle Name  
Other Name

Internal

Current Building Burnett Administrative Center  
Current Grade  
Current Subject  
Employment Start Date (mm/dd/yyyy)  
Present Job  
Supervisor Name  
Work Phone 295-3011  
Additional Information  
Employee ID 005584

Attachments

Resume, Cover Letter & Transcripts

Resume PhyllisScottResume.docx  
Cover Letter PhyllisScottCoverLetter.docx  
Transcripts PhyllisScottTranscript.docx

Application Confirmation Statement

I understand that if recommended for employment, a TB skin test is required prior to reporting for duty. A physical examination is required within 30-days of employment start date.

I understand that if I am employed, any misrepresentation or omission of material facts on this application or any employment paperwork is sufficient cause for dismissal.

I voluntarily authorize the Topeka Public Schools to make any investigation of my personal and/or employment history (including criminal history records and the child abuse central registry), and I further authorize any former employer, governmental agency (including law enforcement agencies and the Department of Social and Rehabilitation Services, State of Kansas), credit agency, corporation, or other business entity, or person having information regarding me to release said information to the Topeka Public Schools. In consideration of the Districts review of my application for employment, I hereby voluntarily release the District and all providers of information regarding me from any and all liability as a result of furnishing and/or receiving this information.

I agree to the terms above \*

Your Initials \*

Today's Date \*

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- Review information
- Agree to Terms
- Enter Your Initials
- Enter Today's Date

Left Click

Save and Submit

Your application has been submitted successfully

General Openings **Profile** Application Status Interviews Logout

**Your application was successfully submitted.**

Please print this page for your records.

- Application Confirmation Number: **2130**
- Your Name: **Phyllis Scott**
- Your Username: **pscott**
- Job Title: **Summer School Teachers - Middle School**
- Job ID: **4124**

If you provided an e-mail address, you will receive an e-mail to confirm the details of your submitted application. You may check the status of your application and interviews at any time by entering your user name and password on our careers homepage.

Return to the [Topeka Public Schools USD 501 home page](#)

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## Application Status

Shows the jobs you have applied for.

Click on [Details](#) to view a summary you applied for.



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### Current Applications for Phyllis Scott

Active	Job Title	Job ID	Status	Application Date	Conf #	Comments
<input checked="" type="checkbox"/>	Summer School Teachers - Middle School	4124		02/04/2009	2130	<a href="#">Details</a>

### Applications for Closed or Filled Jobs

No Records Found

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Shows a brief summary



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### Application Status Details

Active	Yes
Job Title	Summer School Teachers - Middle School
Full or Part Time	Part-Time
Applications Status	
Application Date	02/04/2009
Comments from HR	

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You will receive an email confirming your application receipt

and providing an Application Confirmation Number

You can check on the status of your application with the information provided to you.

