

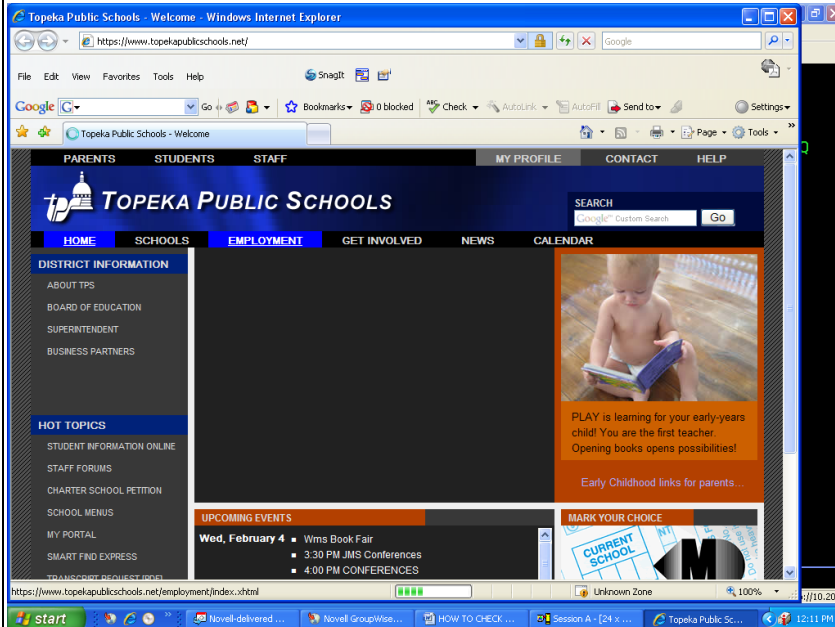
HOW TO APPLY (CURRENT DISTRICT EMPLOYEES)

Go to District Web Page

www.topekapublicschools.net

Left Click on:


EMPLOYMENT



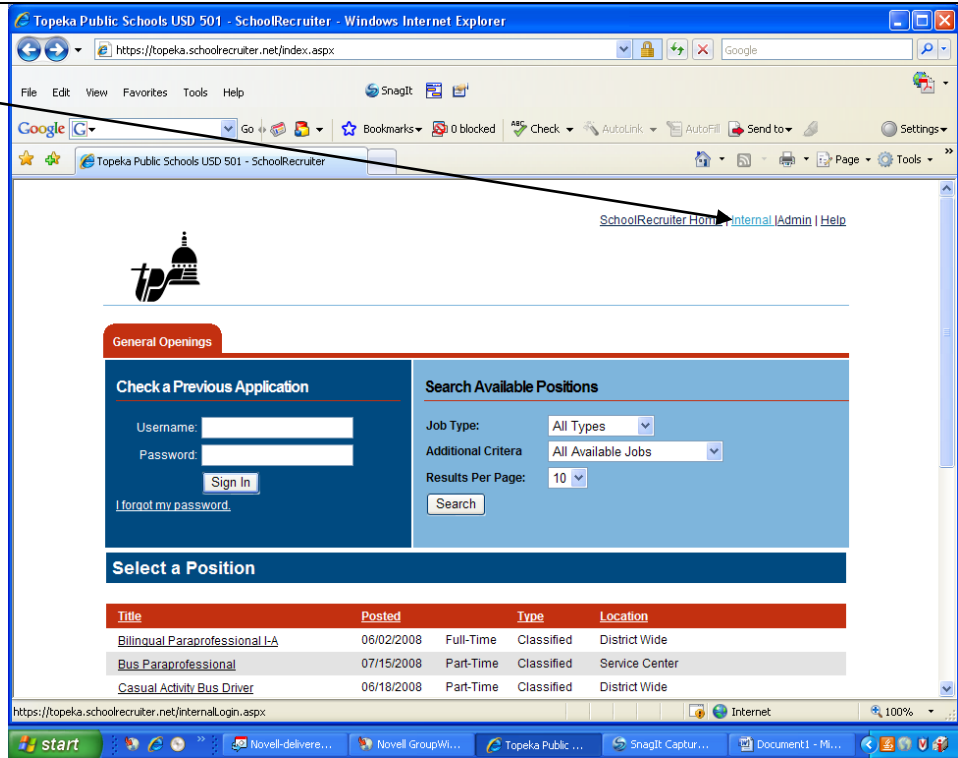
Left Click on

Job Opportunities



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

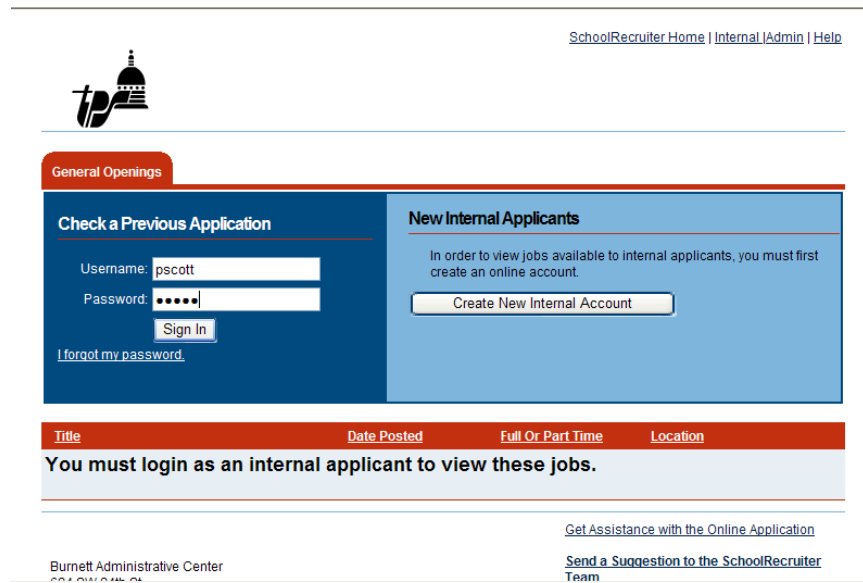
Left Click on **Internal**



You must sign in to see internal job postings.

If you have not already created an Internal Account, you must do this first. After creating your account, return to this window and sign in to view internal job postings.

Click the Create New Internal Account button and follow the directions. If you forget your password call Nancy McCarter in Human Resources to have it reset. 295-3065



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

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General Openings | Profile | Application Status | Interviews | Logout

Search Available Positions

Job Type: All Types
 Additional Criteria: All Available Jobs
 Results Per Page: 10

Select a Position

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


 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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General Openings **Profile** Application Status Interviews Logout

You are not applying for a job.

Updating Profile Information.

Personal Information

Fields marked with an asterisk (*) are required.

Contact Information

First Name *

Last Name *

Middle Name

Other Name

Internal

Current Building

Current Grade

Current Subject

Employment Start Date (mm/dd/yyyy)

Present Job

Supervisor Name

Work Phone

Additional Information

Employee ID

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Insert Resume, Cover Letter or Transcript file

Must be PDF, DOCX, TXT or RTF file type.

Left Click **Save and Continue**

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General Openings **Profile** Application Status Interviews Logout

You are applying for Summer School Teachers - Middle School.

Application in Progress.

Attachments

Fields marked with an asterisk (*) are required.

Resume, Cover Letter & Transcripts

NOTE: Uploaded document must be in PDF, DOC, DOCX, TXT or RTF file format. Please do not use special characters, spaces, commas or apostrophes in your file name.

Resume

Cover Letter

Transcript

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General Openings **Profile** Application Status Interviews Logout

You are applying for Summer School Teachers - Middle School.

Application in Progress

Review Your Information

Policy, Privacy Policy, and Disclaimer

[View here](#)

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 District's 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

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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	Details

Applications for Closed or Filled Jobs

No Records Found

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Shows a brief summary



[Back](#)

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.

