

BETHEL PARK SCHOOL DISTRICT

Bethel Park, Pennsylvania

Application for Classified Substitute Employment

Please print

Name		E-Mail Address	
Address		Telephone/Home	
City, State, Zip		Telephone/Other	

I am willing to substitute in the following buildings/departments:

- | | | | |
|----------------------------------|--------------------------|--------------------------------|--------------------------|
| Ben Franklin Elementary | <input type="checkbox"/> | Independence 7-8 Middle School | <input type="checkbox"/> |
| Abraham Lincoln Elementary | <input type="checkbox"/> | Senior High School | <input type="checkbox"/> |
| Memorial Elementary | <input type="checkbox"/> | Bus Garage | <input type="checkbox"/> |
| William Penn Elementary | <input type="checkbox"/> | Facilities & Maintenance | <input type="checkbox"/> |
| George Washington Elementary | <input type="checkbox"/> | Central Warehouse | <input type="checkbox"/> |
| Neil Armstrong 5-6 Middle School | <input type="checkbox"/> | | |

I wish to substitute in the following categories:

- | | | | |
|--------------------|--------------------------|------------------------------------|--------------------------|
| Secretary | <input type="checkbox"/> | Noontime Aide | <input type="checkbox"/> |
| Instructional Aide | <input type="checkbox"/> | Health Room Aide | <input type="checkbox"/> |
| Computer Labs | <input type="checkbox"/> | Special Education Paraprofessional | <input type="checkbox"/> |
| | | <i>(requires observation)</i> | |

Substitute Secretaries

Substitute Computer Paraprofessionals

I am proficient in the following:

- | | | | |
|-----------------------------|--------------------------|----------------------|--------------------------|
| Typing | <input type="checkbox"/> | Duplicating Machines | <input type="checkbox"/> |
| Microsoft Word, Excel, etc. | <input type="checkbox"/> | Filing | <input type="checkbox"/> |
| Other Computer Skills | <input type="checkbox"/> | | |
| <i>(please list)</i> | | | |

Signature of Applicant

Date

NONDISCRIMINATION POLICY

The BETHEL PARK SCHOOL DISTRICT will not discriminate in its educational programs, activities or employment practices, based on race, color, national origin, sex, sexual preference, disability, age, religion, ancestry, union membership, or any other legally protected classification. Announcement of this policy is in accordance with state and federal laws, including Title IX of the Education Amendments of 1972, and Sections 503 and 504 of the Rehabilitation Act of 1973. Employees and participants who have an inquiry or complaint of harassment or discrimination, or who need information about accommodations for persons with disabilities should contact:

Lee Mecaro
Director of Human Resources
BETHEL PARK SCHOOL DISTRICT
301 Church Road
Bethel Park, PA 15102-1696
(412) 854-8404

Checklist

- | | | | | | |
|---------------|-------|-------------------|-------|-------------------|-------|
| Application | _____ | Health Form | _____ | Tine Test | _____ |
| Resume | _____ | I-9 Form | _____ | Observation | _____ |
| | | Act 34 Clearance | _____ | Act 151 Clearance | _____ |
| Nepotism Form | _____ | Act 114 Clearance | _____ | | |