



Sunrise School Division

Box 1206, Beausejour, Manitoba R0E 0C0
Telephone: 204-268-6500 Fax: 204-268-6545
Website: www.sunrisesd.ca

Teacher Employment Application

Posting #: _____

Personal and Employment Information (Please Print)

Name _____
Surname First Middle Initial

Address _____
Box #, Street, etc. City/Town Province Postal Code

Phone: Home: _____ Cell: _____

MB Teaching Certificate #: _____ (attach copy of Manitoba teaching certificate)

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, School Year: _____ Position: _____ Location: _____

School Year: _____ Position: _____ Location: _____

Grade and Subject Preference

Level(s) / Areas You Are Qualified to Teach

- Early Years Middle Years Senior Years
 Bilingual Ukrainian French Immersion

Post Secondary Education

Name of School, College or University	Location	Attended from (yy) To (yy)	Courses		Highest grade completed or certificate, degree, diploma attained
			Major	Minor	
<i>Example: U of M</i>	<i>Winnipeg</i>	<i>15/16</i>	<i>Math</i>	<i>French</i>	<i>B. Ed</i>

Experience

i) Teaching

List all *teaching* experience in chronological order from most recent

Name and location of school, division or district	Grade or subject taught	From mm/yy	To mm/yy	Reason for leaving
<i>Example: Centennial, Lac du Bonnet, Sunrise</i>	<i>5/6</i>	<i>09/15</i>	<i>06/16</i>	<i>End of term</i>

ii) 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

Application Checklist:

- All sections are complete
- Resume & Cover letter attached
- Copy of Teaching Certificate attached
- Current, satisfactory Child Abuse and Criminal Record checks
 - Attached
 - In progress (Date Application made: _____) (attach receipts or proof of application)
- Student Teachers: Student Teaching Reports attached

Application Notes:

- Please watch our website at www.sunrisesd.ca under '**Careers**' to view postings throughout the year.
- Please attach this completed application form and applicable documents to an email **indicating the Posting Number and your First and Last Name in the Subject line.**
- Send to: Darlene Lamoureux, Human Resources Coordinator at dlamoureux@sunrisesd.ca