



For information about joining the support staff at Edmonton Public Schools, visit epsb.ca/careers. That's where you can review the documents you need and apply online for support staff work.

To help us keep track of your information and review applications more efficiently, we can only accept online applications.

| PART 1 – PERSONAL INFORMATION | | | |
|--|-----------------|---|-----------------|
| Last name | | First name | |
| Middle name(s) | | Preferred name (if different from first name) | |
| Address | | City | |
| Province/State | Postal/Zip code | Country | |
| Email | | Primary phone | Alternate phone |
| Alternate address (if applicable) | | City | |
| Province/State | Postal/Zip code | Country | |
| Are you legally entitled to work in Canada? <input type="checkbox"/> YES <input type="checkbox"/> NO | | | |

| PART 2 – EMPLOYMENT PREFERENCES AND AVAILABILITY | |
|---|---|
| Type of work: <input type="checkbox"/> FULL TIME <input type="checkbox"/> PART TIME | Can you travel to different parts of Edmonton: <input type="checkbox"/> YES <input type="checkbox"/> NO |

| PART 3 – PREVIOUS APPLICATION FOR EMPLOYMENT | |
|--|--|
| Have you previously applied to Edmonton Public Schools? <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| If YES , which year(s): _____ Under what name(s): _____ | |
| Were you interviewed? <input type="checkbox"/> YES <input type="checkbox"/> NO | |

| PART 4 – PREVIOUS EMPLOYMENT | |
|--|--|
| Have you previously been employed with Edmonton Public Schools? <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| If YES , which year(s): _____ Under what name(s): _____ | |
| Employment end date: _____ | |

PART 5 – QUALIFICATIONS CHECKLIST FOR SUPPORT STAFF EMPLOYMENT

Please indicate with a check mark (✓) those areas for which you are qualified and prepared to work.

| POSITION APPLIED FOR | YES |
|--|-----|
| Administrative assistant | |
| Clerical | |
| Educational assistant (EA) | |
| Food preparer | |
| Interpreter – American Sign Language (ASL) | |
| Technician – automotive | |
| Technician – cosmetology | |
| Technician – library | |
| Technician – science | |

| DIVISIONS | YES |
|-------------------------------|-----|
| Pre-Kindergarten/Kindergarten | |
| Division I – Grades 1–3 | |
| Division II – Grades 4–6 | |
| Division III – Grades 7–9 | |
| Division IV – Grades 10–12 | |
| Central Services | |

| CERTIFICATION | YES |
|-------------------------------------|-----|
| Child and Youth Care | |
| Disability Studies | |
| Early Child Development | |
| Special Needs Educational Assistant | |
| Therapy Assistant (OTA, PTA, SLPA) | |

| COMPUTER SOFTWARE/TECHNOLOGY | YES |
|------------------------------|-----|
| Accounting | |
| Automated library system | |
| Desktop publishing | |
| Email | |
| Google applications | |
| Microsoft Access | |
| Microsoft Excel | |
| Microsoft PowerPoint | |
| Microsoft Word | |
| Oracle | |
| QuickBooks | |

| TRAINING | YES |
|---------------------------------|-----|
| Applied Behavioural Analysis | |
| First Aid | |
| Non-Violent Crisis Intervention | |

| EXPERIENCE | YES |
|-----------------------|-----|
| Braille | |
| Catheterization | |
| Diapering | |
| Lifting | |
| Restraint | |
| Seizure management | |
| Signing Exact English | |
| Speech language | |
| Toileting | |
| Tube feeding | |

| LANGUAGES OTHER THAN ENGLISH | YES |
|------------------------------|-----|
| American Sign Language (ASL) | |
| Arabic | |
| Cree | |
| French Immersion | |
| French as a Second Language | |
| German | |
| Hebrew | |
| Japanese | |
| Mandarin (Chinese) | |
| Punjabi | |
| Spanish | |

| SPECIAL NEEDS EXPERIENCE (see listing on next page) | YES |
|--|-----|
| Autism | |
| Behaviours – mild to moderate | |
| Behaviours – severe | |
| Blindness and visual impairment | |
| Community Learning Skills | |
| Deaf or hard of hearing | |
| English Language Learners | |
| Individual Support Program – Kindergarten to Grade 6 | |
| Individual Support Program – Grades 7–12 | |
| Interactions | |
| Knowledge and Employability | |
| Literacy | |
| Opportunity | |
| Physical health disabilities – Kindergarten to Grade 6 | |
| Physical health disabilities – Grades 7–12 | |
| Pre-Kindergarten Program | |
| Strategies | |

DESCRIPTORS FOR SPECIAL NEEDS CATEGORIES

Autism

Assisting students with Autism Spectrum Disorders who have difficulty with social relationships, behaviour and communication. Working one-on-one with a student in an inclusive setting.

Behaviour disorders – mild to moderate

Assisting students with chronic, extreme, pervasive anti-social behaviors. Working one-on-one with a student in an inclusive setting.

Behaviour disorders – severe

Assisting students with chronic, extreme, pervasive anti-social behaviours. Working in a Division centre or program with students who have significant behaviour challenges.

Blindness and visual impairment

Assisting students who are blind or have visual impairments.

Community Learning Skills

Assisting students with moderate cognitive disabilities and significant developmental delays, focusing on academic, communication and personal skills in the classroom, school and community.

Deaf or hard of hearing

Assisting students who have moderate to profound hearing losses using American Sign Language (ASL), total communication programming and other community school supports.

English Language Learners

Assisting students whose ability to communicate in spoken and written English seriously impairs their ability to function in the classroom.

Individual Support Program for medically fragile students – Kindergarten to Grade 6

Assisting students with severe to profound developmental delays who may also experience physical, sensory or behavioural challenges or medical conditions. Support may include g-tube feeding, catheterization, suctioning, seizure management, lifting.

Individual Support Program for medically fragile students – Grades 7–12

Assisting students with severe to profound developmental delays who may also experience physical, sensory or behavioural challenges or medical conditions. Support may include g-tube feeding, catheterization, suctioning, seizure management, lifting.

Interactions

Assisting students with Autism Spectrum Disorders who have difficulty with social relationships, behaviour and communication. Working in a Division centre or program.

Knowledge and Employability

Assisting secondary students achieving at an elementary instructional level and who have vocational interests.

Literacy

Assisting students who demonstrate low to average cognitive ability and significant academic delays, focusing on literacy, numeracy, citizenship and employment.

Opportunity

Assisting students who demonstrate mild cognitive disabilities and significant academic delay, focusing on literacy and numeracy skills and the application of academic, social, work and life skills in the classroom, school and community.

Physical health disabilities – Kindergarten to Grade 6

Assisting students who require personal support due to chronic health problems and physical disabilities. Support may include personal care including toileting and lifting.

Physical health disabilities – Grades 7–12

Assisting students who require personal support due to chronic health problems and physical disabilities. Support may include personal care including toileting and lifting.

Pre-Kindergarten

Assisting children with mild, moderate, severe developmental disabilities, aged 2 ½ to 5 ½.

Strategies

Assisting students with learning disabilities who demonstrate average cognitive ability and significant academic delays.