

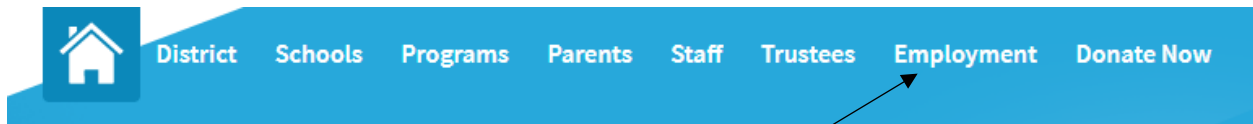


Lethbridge School District No. 51

Applying to Postings

This is a step-by-step guide on how to search, and apply for current job postings. Please follow these steps to ensure that your application has been properly submitted. All postings will be listed on the district website: www.lethsd.ab.ca

How find Internal Postings:



On the district website www.lethsd.ab.ca click on the *Employment* page. Scroll to the bottom of the *Employment* page to find *Internal Postings*.



(Applications for this posting will only be accepted from current employees of Lethbridge School District No.51)

Support Staff Opportunities

[Educational Assistant](#)

Select a position to view and apply for.

The Online Application:

Personal Information:

Personal information entered here will be used in the application process to communicate notices for the posting.

PERSONAL INFORMATION

Name First name Last name

Email

Phone

Address

Photo [Upload photo](#)

Your Profile:

Select [Add Education](#) and [Add Experience](#) to expand the Education and Experience sections. All applicants are welcome to continue adding their experience and education as they see fit.

All applicants are required to include a resume when applying for a position. When uploading a resume please ensure to include any additional documentation you would like to include with your application in one document (e.g. Cover letter, resume, reference letters, transcripts, etc.).

YOUR PROFILE

Education [Add education](#)

Experience [Add experience](#)

Resume [Upload resume](#)

Application Details:

If you did not include a cover letter with your resume you are welcome to add one in this section.

APPLICATION DETAILS

Cover letter

Questions:
In this section you will answer questions related to the posting you are applying for.

* Questions

- In accordance with Canadian Immigration requirements, Canadian citizens and permanent residents will be given preference. Do you meet this requirement?
- Have you ever been convicted of a criminal offence for which a pardon has not been granted?
- Do you possess a High School Diploma or General Educational Development (GED)?
- Do you have a 1 year certificate from a post secondary institution in a related field within inclusive education or human services?
- Do you have a 2 year diploma or 4 year degree from a post secondary institution in a related field within inclusive education or human services?

References:
As indicated two supervisory references are required. Reference checks must include the reference name, position/role, company name, phone number and email.

Include two (2) SUPERVISORY References with Name, Position and/or Role, Company Name, Telephone Number and Email.

- I agree to the terms that follow: The information on this application form is being collected in accordance with the Freedom of Information and Protection of Privacy Act and under the authority of the Alberta School Act and Lethbridge School District No. 51 policy. It will be used to determine whether an applicant is qualified for appointment to a position or positions in Lethbridge School District No. 51.

Click on *Submit your application*.

Submit your application

Confirmation:
After successfully submitting your application, you will receive a confirmation email.



Your job application has been submitted.

Thank you. A copy of your application will be sent to jolayne.prus@lethsd.ab.ca for your records.

CANDIDATE

Tester Tester

JOB

Educational Assistant Substitute
Lethbridge, Alberta, Canada - Education Ce...