

PURCHASE LINE SCHOOL DISTRICT
Office of the Superintendent

Advertisement – Job Vacancies

School Nurse – School Nurse Certification Required

Art Teacher – Art Certification Required; Additional Certification(s) Preferred

The following information is required in order to apply for the above positions:

- _____ Pennsylvania Standard Teaching Application
- _____ Letter of Interest
- _____ Resume
- _____ Three Current Letters of Recommendation
- _____ Transcripts
- _____ Copy of Teaching Certificate
- _____ Copy of RN License (Required for School Nurse Applicants Only)
- _____ Current Pennsylvania Criminal History Check
- _____ Current Pennsylvania Child Abuse History Certification
- _____ Current Federal Criminal History Record (Fingerprinting)
- _____ PDE-6004 Arrest/Conviction Report and Certification Form (Acts 24 and 82)
- _____ Act 168 Employment History Review – Summary Form and Sexual Misconduct/Abuse Disclosure Release Forms

Clearance and employment history review forms can be found on the Purchase Line School District website or can be obtained by contacting the Superintendent's office.

If you have applied for your Pennsylvania Criminal History Check or your Pennsylvania Child Abuse History Certification but have not yet received them from the respective agency, proof of application will be accepted by submitting a copy of the completed form with a copy of the money order or a copy of the online receipt. Proof of application for the Federal Criminal History Record will be the receipt which includes your Universal Enrollment ID.

Send complete application packets to Shawn L. Ford, Superintendent, Purchase Line School District, 16559 Route 286 Hwy E, Commodore, PA 15729. Deadline date is **May 3, 2019**. Incomplete application packets will not be considered.

Questions concerning the application requirements can be directed to Marlene Lazor in the Superintendent's office at 724-254-4312, extension 4019.

Purchase Line School District is an equal opportunity education institution and will not discriminate in its educational programs, activities, or employment practices based on race, color, national origin, sex, disability, age, religion, ancestry, or any other legally protected classification. This is in accordance with state and federal laws, including Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and the Pennsylvania Human Relations Act. For information relative to special accommodation, grievance procedures, and compliance with Title VI, Title IX, and Section 504, contact the Superintendent of Schools, Shawn L. Ford, at 16559 Route 286 Hwy E, Commodore, PA 15729 or 724-254-4312.

April 10, 2019