

Your Name:	Budget Verification:
Your Department:	Superintendent's Approval:
Request Date:	Date Approved:
Your Signature:	Entered into SchoolSpring:

Job Status:	Public	Internal	Pending				
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Job Title:							
Job Categories:	Classroom Teacher		Administrator:		Special Education:		
	Accounting	Science: Astronomy	Superintendent		Adaptive Physical Education		
	Art	Science: Biology	Principal		Autism		
	Arts: Dance	Science: Chemistry	Assistant Principal		Behavior Specialist/EBD		
	Arts: Drama	Science: Earth & Space	Assistant/Deputy Superintendent		Consulting Teacher		
	Bilingual Education	Science: General	Athletic/Activities Director		Early Essential Education		
	Business Education	Science: Geology	Business/Finance		Emotionally Disabled		
	Economics	Science: Physics	Curriculum		General Special Education		
	Elementary	Social Studies: Current Issues	Coordinator		Gifted & Talented		
	English & Language Arts	Social Studies: General	Facilities Director		Hearing Impaired		
	English Language Learners/ESL	Social Studies: Geography	Food Services		Learning Disabled		
	Health	Social Studies: Government	Human Resources		Life Skills		
	Language: Chinese	Social Studies: US History	Special Education Director		Mentally Disabled		
	Language: French	Social Studies: World History	Technology		Multiple Disabilities		
	Language: Latin	Technology Education	Transportation		Occupational Therapy		
	Language: Spanish	Title I	Vocational/Career Education		Physical Therapy		
	Math: Algebra	Video Production			Special Education Assistant		
	Math: Calculus				Speech/Language Assistant		
	Math: General	Support Staff:	Athletics & Activities:		Speech/Language Pathologist		
	Math: Geometry	Accounting/Bookkeeping	After School Programs		Visually Impaired		
	Math: Trigonometry	Administrative Assistant	Athletic/Activity Director				
	Middle School	Computer Support	Coaching				
	Music Education	Custodian	Theater Production		Student Services:		
	Music: Chorus	Food Service	Trainer		Audiologist		
	Music: Instrumental	Maintenance			Counselor		
	Physical Education	Network Services	Instructional Support:		Librarian/Media Specialist		
	Political Science	Receptionist	Individual Aide		Psychologist		
	Preschool	Safety/Security	Paraprofessional/IA		School Nurse		
	Public Speaking	Secretary	Permanent Substitute		Social Worker		
	Reading	Supervisory Aide	Speech/Language Assistant		Speech/Language Assistant		
		Transportation	Substitute		Speech/Language Pathologist		
			Tutor		Translator		

Job Location: (check all that apply)	Early Childhood Center Cottage Street Elementary School East Elementary School Heights Elementary School	Sharon Middle School Sharon High School Sharon Public Schools (District Office)			
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# of Positions:					
Job Type: (check all that apply)	Full-Time	Part-Time	Summer		After School/Evening
Grade Range:	Pre-K-2	3rd-5th	6th-8th	9th-12th	Post Secondary
Salary Range:	From: _____ To: _____				
	Per Year	Per Day	Per Hour	Per Semester	Stipend

Job Reference #:					
Vacancy Reason: (check one)	New Resignation Retirement Leave of Absence Termination Transfer Other Replacement	Details: (ex., name of previous person in position)			

Job Description:					
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Additional Requirements:					
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Degree Preferred: (check one)	High School/Trade School Advanced Studies	Associates Doctorate	Bachelors Not Applicable	Masters
Experience Preferred: (check one)	# of years: _____	No Experience Required	Not Applicable	

Application Deadline:	Month/Day/Year: _____	OR:	Open Until Filled
Job Start Date:	Month/Day/Year: _____	OR:	Start Immediately

Job Owner: (Hiring Manager)				
Job Contact: (Contact Person Named on Posting)				

# of References Required:				
Application Question 1: (check one)	Short Essay (100 word) Answer Required	Long Essay (one page) Answer Required	Brief Response (one word - 100 word) Required	

Application Question 2: (check one)	Short Essay (100 word) Answer Required	Long Essay (one page) Answer Required	Brief Response (one word - 100 word) Required	
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