

School District No. 53 (Okanagan Similkameen)

### **Application Checklist**

To assist you in your application, print this form and check off the items you have included. To be considered for a position, you must include all items as listed below or details on when the documents will be available. Submit your application package to:

School District No. 53 (Okanagan Similkameen)  
Attn: Susan Trower, Manager of Human Resources  
Box 1770, Oliver, BC V0H 1T0  
or fax to (250) 485-0909  
or email [employment@sd53.bc.ca](mailto:employment@sd53.bc.ca)  
or online at <http://www.makeafuture.ca/>

Your application package should include:

- cover letter
- resume
- SD53 Teacher Application Form
- transcripts
- teacher reports
- copy of BC College of Teachers Certificate & current card
- copy of TQS card
- 3 supervisory references with phone numbers

➤ Note: Clear criminal record checks are required prior to employment with the district.

The interest of all applicants is appreciated; however, acknowledgements will only be made to those applicants who are selected for an interview.