



CASUAL CLERICAL EXPERIENCE AND QUALIFICATIONS

NAME: _____

Please check all that apply

EXPERIENCE IN:

- | | |
|---|--|
| <input type="checkbox"/> Access | <input type="checkbox"/> Microsoft PowerPoint |
| <input type="checkbox"/> Accounting/Bookkeeping | <input type="checkbox"/> Microsoft Publisher |
| <input type="checkbox"/> CLASS | <input type="checkbox"/> OnBase |
| <input type="checkbox"/> Disability Management | <input type="checkbox"/> Payroll |
| <input type="checkbox"/> Dispatch | <input type="checkbox"/> Powerschool |
| <input type="checkbox"/> Filemaker Pro | <input type="checkbox"/> QUAD |
| <input type="checkbox"/> K212 (IPPS.net) HRIS | <input type="checkbox"/> School Cash Online |
| <input type="checkbox"/> Microsoft Excel | <input type="checkbox"/> SmartFind Express (Administrator level) |
| <input type="checkbox"/> Microsoft Word | |

GEOGRAPHIC AREAS:

Please select at least 2 of the 7 areas

- Oshawa
- Whitby
- Ajax
- Pickering
- Brock
- Scugog
- Uxbridge

ARE YOU:

- A Certified Teacher?
 - If YES, please provide OCT#:
- An OMERS recipient?