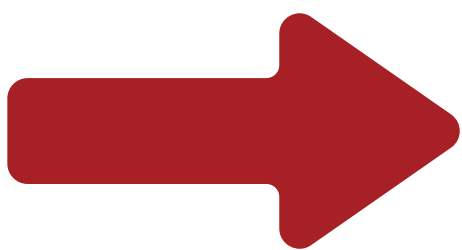


Application Guide For WNYRIC

*Step 1: Make sure you're on
The "My Application" section.*



[My Application](#) [Jobs](#) [Account Information](#) [Email History](#) [Help](#)



Classified Districts

Employment Preferences

General Information

Address

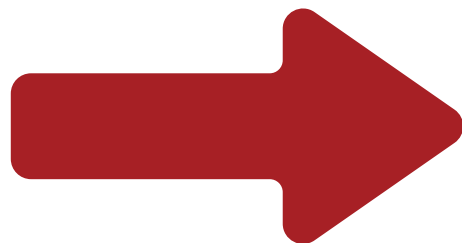
High School

College

Classified Districts

This application system allows you to Save your information to many districts at once. You determine which districts have access to your application information by filling in the check box next to the district names. You may also choose to select an entire region which allows all of the districts in that region to view your application. If you would like to learn more about each employer before you apply, simply click on the name of the district to view that district's home page. You may return to this page to change your district choices at any time by clicking the **Application** link located on the menu to the left and then choosing **Districts** from the menu at the top of the application.

Step 2: Make sure you have Olean City School District selected as your District.



Classified Districts
Employment Preferences
General Information
Address
High School
College
Professional License/Certification
Employment History (Experience)



- ☐ Lewiston-Porter CSD
- ☐ Lockport City School District
- ☐ Maryvale UFSD
- ☐ Medina CSD
- ☐ Mount Morris CSD
- ☐ Niagara Charter School
- ☐ Niagara Falls City School District
- ☐ North Collins CSD
- ☐ North Tonawanda City School District
- ☐ Oakfield-Alabama CSD
- ☒ Olean City School District
- ☐ Orchard Park CSD

Step 3: Make sure you complete each of the sections listed in the column on the right.



P.S. We know there are a lot of them!

Classified Districts
Employment Preferences
General Information
Address
High School
College
Professional License/Certification
Employment History (Experience)
Military Experience
Attributes
Multilingual Abilities
Background Information
Related Experience
References
Candidate's Statement
Additional Information
Attachments
Conditions and Agreements
Almost Done...
Preview

Step 4: Review your application thoroughly so nothing is missed.

My Application

Jobs

Account Information

Email History

Help



Classified Districts
Employment Preferences
General Information
Address
High School
College
Professional License/Certification
Employment History (Experience)

Almost Done...

If your application is complete, it is now available for our review. To edit your application, please click the section heading links above. Please remember your username and password for future access to your application. To exit the system, click the logout icon.

Previous

Next

Step 5: Once your application is completed, head to the jobs tab to select your desired job.

My Application

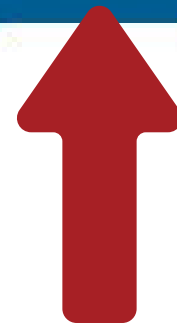
Jobs

Account Information

Email History

Help

All Jobs



Listed below is a quick overview of the current job postings. If you are interested in more detailed information on a particular job, you can click the View/Apply link beside the listing.

Even if there are no currently posted jobs which match your particular skills or interests, please do not be discouraged from submitting an application.

Furthermore, a lack of posted jobs does not mean that we are not accepting applications or seeking candidates.

You must click a job's View/Apply link in order to apply for that job.

*Step 6: Once you have selected your desired job,
Add the necessary documents for your desired
position.*



Questionnaire Form

You are required to fill out this questionnaire to continue with this request.

* Please attach a copy of your resume.

Upload a File

* Please attach a copy of your cover letter.

Upload a File

* Please attach the 1st of your 3 letters of reference.

Upload a File

* Please attach the 2nd of your 3 letters of reference.

Upload a File

* Please attach the 3rd of your 3 letters of reference.

Upload a File

* Please attach a copy of your transcripts.

Upload a File

* Please attach a copy of your proof of certification or copy of TEACH account form.

Upload a File

You must click the "Save and Next" button in order for your changes to be saved.

*Note: necessary
documents may vary
from job to job.*

Step 7: Once all necessary documents are uploaded, click the “Save and Next” button. After this step, your application will be completed!

You must click the "Save and Next" button in order for your changes to be saved.

Cancel

Undo

Save and Next

Thank you for your interest in the Olean City School District.

