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Thank you for your interest in joining the team at iAchieve Learning. We are a professional and reliable company and strive to hire the most qualified educational professionals. Please fill out the application below and send it to the e-mail address below, **along with your resume**, to:

**E-Mail address:**     [sarah@iachievelearning.com](mailto:sarah@iachievelearning.com)

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Age:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**E-Mail:** \_\_\_\_\_

Do you have a teaching certificate? \_\_\_\_\_

If so, where do you teach or where have you taught? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you have experience proctoring the ACT and/or SAT? Explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Our current Proctoring positions are part-time based on need. This position would require you to proctor the ACT and SAT test for two Sundays in a given month, from 8:00 am to around 1:30 pm for a **commitment of at least 6 months**, and we ask that you sign a contract to that effect. Can you commit to this with iAchieve Learning?

\_\_\_\_\_ Yes                      \_\_\_\_\_ No

**REFERENCES**

Please list 3 professional references below.

1. Reference Name:	Job Title:
Phone Number:	E-mail:

2. Reference Name:	Job Title:
Phone Number:	E-mail:

3. Reference Name:	Job Title:
Phone Number:	E-mail:

**EDUCATION**

	Name/Location	Degree	Major or Emphasis
College/University			
College/University			
College/University			

Please list any other applicable skills, training or proficiencies.

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**PERSONAL DATA: IMPORTANT**

Please read each question before answering. You must complete these questions in order to be considered for a position. **We require a Background Check be completed before you will be assigned to be a Proctor** (this is paid by the applicant).

Has a civil or criminal complaint ever been filed against you that alleged sexual misconduct or child abuse by you or your participation in or facilitation of such activities (including internal complaints given to management or supervisors of places of employment)?

\_\_\_\_\_ Yes                      \_\_\_\_\_ No

If yes, explain in full (attach a separate piece of paper if necessary): \_\_\_\_\_

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Have you ever been convicted of a crime (felony or misdemeanor) other than a minor traffic violation?

\_\_\_\_\_ Yes                      \_\_\_\_\_ No

If yes, explain in full (attach a separate piece of paper if necessary): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

We provide our ACT/SAT Proctors with a rate of \$15.00 per hour. The rate is a set rate and is not negotiable.

Official transcripts of any degrees obtained in the last eight years will be requested at time of interview. Please select which of the following you have.

\_\_\_\_\_ **Bachelor's Degree**                      \_\_\_\_\_ **Master's Degree**                      \_\_\_\_\_ **Doctorate Degree**

Any false or substantive omission of information may be cause for rejection or dismissal if hired by iAchieve Learning.

I authorize the release of any information from previous employers or references.

I have read and I understand everything in this application.

Thanks again for your interest in iAchieve Learning.

\_\_\_\_\_  
Printed name of Applicant

\_\_\_\_\_

Signature of Applicant

\_\_\_\_\_

Date