

5. Supervises independent study in computer laboratories and learning resource centers. Provides tutoring assistance to students in all subject areas and assists students with makeup work.
A B C D E
6. Makes arrangements for field trips, identifies points of interest and obtains brochures and other informational data, guides students during field trips, and maintains discipline during field trips.
A B C D E
7. Monitors students on the playground, in hallways and restrooms, cafeteria, and bus loading areas before and after school to ensure proper behavior and observation of safety rules.
A B C D E
8. Assists teacher by distributing and collecting items such as tests, homework assignments, and classroom handouts. Assists in classroom by performing standard record keeping, routine filing, and keeping the classroom neat and tidy. Assists in maintaining security and conservation of equipment and materials.
A B C D E
9. May be asked to use assistive technology, augmentative communication devices, and specific software programs for instruction and recordkeeping. May use tables, graphs, spreadsheets to denote performance levels of students.
A B C D E
10. May be assigned to a computer media center, coordinating schedules with teachers, registering students for programs, assisting students with accessing computer programs, monitoring and keeping students on-task, keeping computer progress records, and preparing and printing routine reports.
A B C D E
11. Makes recommendations to the teacher on student progress and level of assignment based on computer recorded progress reports.
A B C D E
12. May also run weekly data backups, clean computer equipment, and set up and shut down the computer lab.
A B C D E

I have read the "How to Apply" & "Required Documents" sections and understand that failure to submit the Incirlik Civilian Personnel Section any required documents by the closing date of the announcement may result in my being found not qualified.

- A. *Yes*
B. *No*

Applicant Name:

Signature: