



Dear Applicant:

Welcome to the Otto C. Keil Building, home of the Decatur Public School District central administration offices. Thank you for your interest in our students and our organization. In Decatur Public Schools, it's all about the Children.

In order to apply for employment with the district, we need for you to:

1. Complete and submit a general application to the district. The application is available in two Keil Building locations; the first floor information desk and the Human Resources Department on the second floor, as well as on line at www.dps61.org. Applications remain on file for one year.
2. Complete and submit this form (a job interest form) each time you wish to be considered for a specific vacancy. All vacancies are posted weekly in the first floor foyer and online at www.dps61.org. This form may be submitted to the first floor receptionist, to the Human Resources office (located on the second floor of the Keil Building), or on line at www.dps61.org.

If you have any questions, feel free to call our department at 424-3046, 424-3052, or 424-3018. Once again, thank you for your interest in Decatur Public Schools.

Educationally yours,
Priscilla Palmer, Ed. D.
Director of Human Resources
Decatur Public Schools

Decatur Public Schools Job Interest Form

* Job Number _____ Today's Date _____

Social Security Number _____

Name _____

Street _____

City, State, Zip _____

Telephone Number(s) Home (____) _____ - _____ Cell (____) _____ - _____ Work (____) _____ - _____

* Present Position with District 61 _____

College Degree – Bachelor's _____ Master's _____ or Number of College Hours _____

Illinois Teaching Certificate – Yes _____ * Type _____ No _____

Special Qualification/Experience for this position _____

* = Required Information