

THE PUBLIC SCHOOLS  
CITY OF BURLINGTON, NEW JERSEY

ANTICIPATED NOTICE OF VACANCY

JOB TITLE: Business Information Technology Teacher - Grades 7-12

RESPONSIBLE TO: Superintendent of Schools, Building Principal and Vice-Principals

QUALIFICATIONS:

1. NJ Certification-Business: Computer Applications and Business Related Information Technology or Teacher of Business Education or Comprehensive Business.
2. Possess knowledge of physical, intellectual, emotional and social development of secondary school students.
3. Possess a high energy level and enthusiasm in teaching students in grades 7-12.
4. Demonstrated knowledge of effective teaching methods and developmentally appropriate classroom activities.
5. Ability to maintain a positive learning environment.
6. Strong interpersonal and communication skills.
7. Ability to control students in a friendly, fair and firm manner.
8. Have an interest and ability in teaching students in grades 7-12.
9. Required criminal history background check and proof of US citizenship or legal residence alien status.
10. Any additional requirements imposed by the local Board of Education.
11. Must be a *New Jersey resident* per the *NJ FIRST ACT*

JOB GOAL AND/OR  
PRIMARY FUNCTION:

To provide an approved computer application and business related information technology program and establish a class environment that fosters learning and personal growth; to help pupils to develop skills, attitudes and knowledge needed to provide a good foundation for continued education and to maintain a good relationship with parents and other staff members.

SALARY:

According to the contractual salary guide between City of Burlington Education Association and City of Burlington Board of Education – 2024/2025 school year.

EFFECTIVE:

1/2/25

APPLICATION:

Interested candidates may apply via Applitrack under the employment link on our district website – [www.burlington-nj.net](http://www.burlington-nj.net) (employment opportunities)

Juan Arbelaez, Principal  
Burlington City High School

Applications will be accepted until position is filled.

PLEASE POST  
BURLINGTON CITY BOARD OF EDUCATION  
IS AN EQUAL OPPORTUNITY EMPLOYER

JA:nk  
11/12/25

**"OUR SCHOOLS ARE PRIORITY ONE"**

