





Step 1: Visit our Job Openings page

• Click <u>here</u> for our current job openings.

Step 2: Select a vacancy

 Each job posting has specific information about the position (e.g., location, hours per day, pay, minimum qualifications, etc.)

Step 3: Fill out application

- Create an account with <u>EdJoin</u> if you haven't already.
- Fill out each section of the application thoroughly. Update your application!
- Your application is reviewed by staff for minimum qualifications.

Step 4: Examinations (if required)

Qualifying candidates scheduled for exams.

Step 5: Placement Interview

 Candidates interviewed and hired from eligibility list.

Step 6: Placement on hiring eligibility list

Qualified candidates will be placed on our eligibility list.

edjoin.org/westsidek12





Continuous Recruitment positions:

-Playground Supervisors

-Crossing Guards

-Instructional Assistants

(Working with students under the direction of the teacher.)

-Substitute Teachers

For More Information 661-722-0716