

# How to apply

An email account is needed to start your application. Be sure you have access to this email account, all communication will be sent to the email address you use to set up your application.

1. Access the internet and go to [www.dallasisd.org/careers](http://www.dallasisd.org/careers)

**New to Dallas ISD?**

2. Click on **New to Dallas ISD?** (if you are a current employee, select “Current Employees” Login and Search”. Log in using your EAD credentials.



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**New to Dallas ISD?**

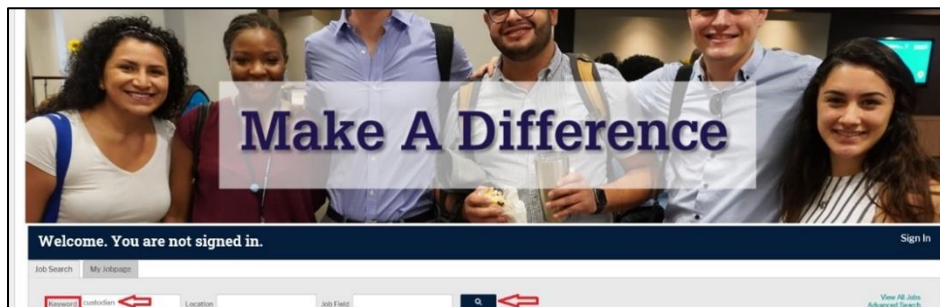


Are you new to Dallas ISD? Click [here](#) to start your application today.


3. Locate the job you are applying by one of these Keywords:

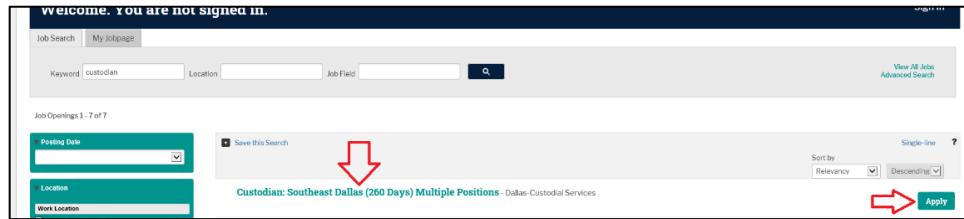
- Custodian
- Groundskeeper
- Lead Groundsperson
- Painter

Then click on the search icon  to display all of the results of your search.

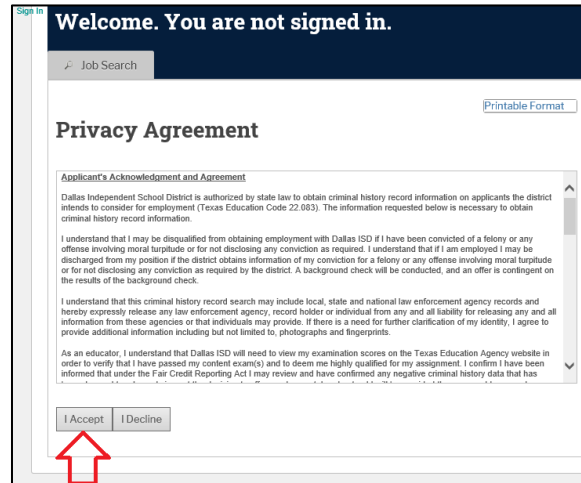


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4. Find the job you want to apply for and click on the 'Apply' button (  ).



5. Click on I Accept the Privacy Agreement.



6. Create your user name and password. *You will need to remember this each time you log into your account to apply and to later complete the new hire documents once recommended.*

- Please note that the password must respect the following rules:
- It must contain between 6 and 32 characters. Use only characters from the following set: ! # \$ % & ( ) \* + , - . / 0 1 2 3 4 5 6 7 8 9 : ; < = > ? @ A B C D E F G H I J K L M N O P Q R S T U V W X Y Z [ \ ] \_ ` a b c d e f g h i j k l m n o p q r s t u v w x y z { | } ~
- It must contain at least 1 letter(s) (A B C D E F G H I J K L M N O P Q R S T U V W X Y Z a b c d e f g h i j k l m n o p q r s t u v w x y z).
- It must contain at least 1 numeric character(s) (0 1 2 3 4 5 6 7 8 9).
- It must contain at least 1 character(s) from the following set: ! # \$ % & ( ) \* + , - . / : ; < = > ? @ [ \ ] \_ ` { | } ~
- It must not contain more than 2 identical consecutive characters (AAA, iiiii, \$\$\$\$\$\$ ...).
- It must not contain your user name.

