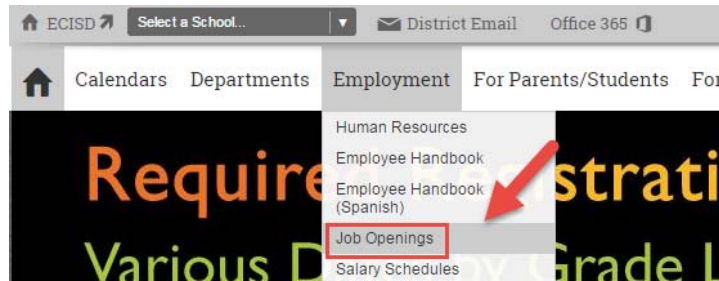
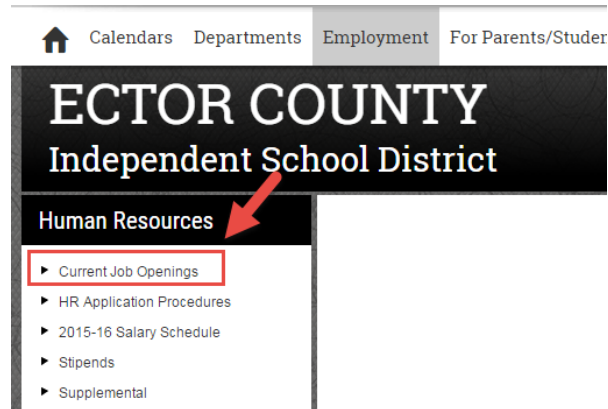


How to Apply for a Job Opening

1. From the ECISD homepage www.ectorcountyisd.org, hover over the Employment tab at the top of the page and select Job Openings



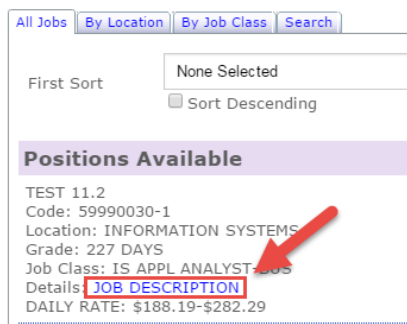
2. From this page select Current Job Openings on the left side of the page



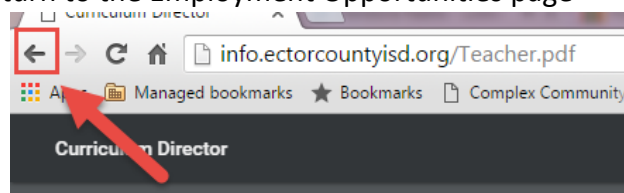
3. The following page will open up in a separate tab, this page lists all the current job openings at ECISD
4. To review a job description for a job opening, select JOB DESCRIPTION, this will take you to a PDF of the associated job description

Employment Opportunities

If you previously applied in WinOcular that login is NOT valid apply for additional jobs. To view detailed job descriptions click on the link below. Thank you for your interest in working at ECISD.



5. Select the back arrow to return to the Employment Opportunities page



6. When ready to apply for a job opening, select Apply on the posting you are interested in

Positions Available	Special Requirements/Notes
GT TEACHER Code: 59900020-1 Grade: 187 DAYS Job Class: ELEM-GT PROGRAM TCHR Details: JOB DESCRIPTION DAILY RATE: \$235.29-\$368.98	APPLICANT POOL  Apply

7. If you have applied with ECISD before and have your PIN enter that information here, if this is your first time submitting an application, select Create a New Account and you will be assigned a PIN; please keep this number for your records, you will need this to access your application in the future

Applicant Login

Log in to access your profile information.

Don't have an account? [Create a new account.](#)

First name*

Last name*

Zip Code*

PIN*

[Click here for PIN reminder](#)

NOTE: If you do not remember you PIN, select “Click here for PIN reminder”; enter the email you entered in your initial application and a PIN reminder will be sent to you shortly after.

8. Once you have logged in, continue to fill out the application to the best of your ability. Select *Next Section*>> to move on to the next section. **NOTE:** if you previously applied, the information you entered on your initial application will auto populate on the sections

TEST 11.2

CONTACT INFORMATION (section 1 of 13)

PLEASE ENTER YOUR NAME AS IT APPEARS ON YOUR SOCIAL SECURITY CARD.

FIRST NAME: MIDDLE NAME: LAST NAME: SUFFIX: Example: JR, SR, III etc.

PRIOR FIRST NAME: PRIOR LAST NAME:

PRIMARY PHONE: ###-###-#### ADDITIONAL PHONE: ###-###-####

ADDRESS LINE 1: ADDRESS LINE 2:

CITY: STATE: ZIP CODE:

EMAIL:

SOCIAL SECURITY NUMBER: ###-##-#### BIRTH DATE: GENDER:

[Next Section >>](#)

9. After you have reviewed your application , select Submit Application

I authorize investigation of all the statements in this application including investigation of my criminal record. My application shall be considered sufficient cause for disqualification or dismissal. I further authorize the release of my criminal record are to be regarded as confidential and will not be revealed.

TYPE "YES" IF YOU AGREE TO THE ABOVE: YES

The Ector County Independent School District is an equal opportunity employer. The Ector County Independent School District position. Jobs are offered through the Human Resource Department from recommendations. The Ector County Independent School District employs personnel without regard to race, national origin, sex, age, disability, or marital status.

Submit Application

10. This message will appear at the top of the page to let you know your application has been submitted,

Employment Opportunities

Your application has been submitted. Thank you for your interest.

CONTACT INFORMATION

11. If you wish to apply to other job openings select Employment Opportunities from the left of the screen and select Apply on the posting you wish to apply to

Home

Employment Opportunities

Employ Your app

CONTACT INFORMATION

PLEASE ENTER YOUR CONTACT INFORMATION

FIRST NAME:

SAVING AN APPLICATION

1. To save an application, select *Save for later* on the bottom of the current section you are in

TEST 11.2

ADDITIONAL INFORMATION (section 3 of 13)

AVAILABLE START DATE: 07/18/2016

HOW DID YOU LEARN ABOUT THIS OPENING? ECISD WEB-SITE

ARE YOU A U.S. CITIZEN?

ARE YOU LEGALLY AUTHORIZED TO WORK IN THE UNITED STATES ON A FULL TIME BASIS?

(If employed you will be required to complete an Employment Eligibility Verification Form (form I-9) and produce documentation of your identity and authorization to work.)

ARE YOU A CURRENT ECISD EMPLOYEE?

ARE YOU A FORMER ECISD EMPLOYEE?

FORMER/CURRENT JOB TITLE: _____

ARE YOU RETIRED THROUGH TRST? Yes No

IF SO, WHAT YEAR? _____

LIST NAMES OF RELATIVES EMPLOYED BY ECISD: NONE

ARE YOU CURRENTLY UNDER CONTRACT IN A CERTIFIED POSITION AT ANOTHER SCHOOL DISTRICT? Yes No

IF YES, PLEASE PROVIDE THE STATE, DEPARTMENT, SCHOOL, AND IF YOU COULD BE RELEASED FROM YOUR CONTRACT. _____

2. The following message will appear at the top of the page once the application has been saved

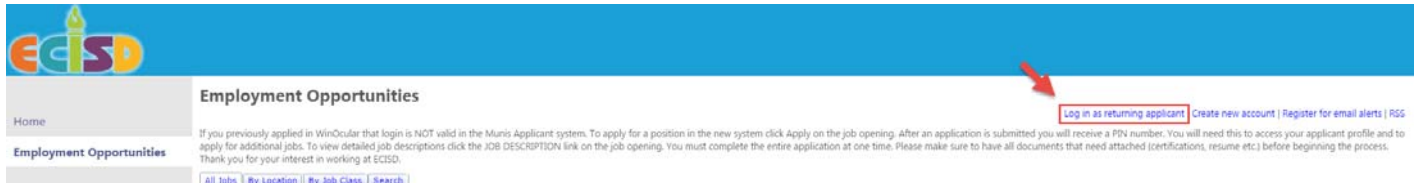
PART TIME HEALTH SCREENER

 Your application has been saved. 

CONTACT INFORMATION (section 1 of 10)

ACCESSING A SAVED APPLICATION

1. To access a saved application, from the Employment Opportunities page select *Log in as returning applicant*



2. Enter your credentials and select LogIn, you will be logged into your Applicant Profile

Applicant Login

Log in to access your profile information.

Don't have an account? [Create a new account.](#)

First name*

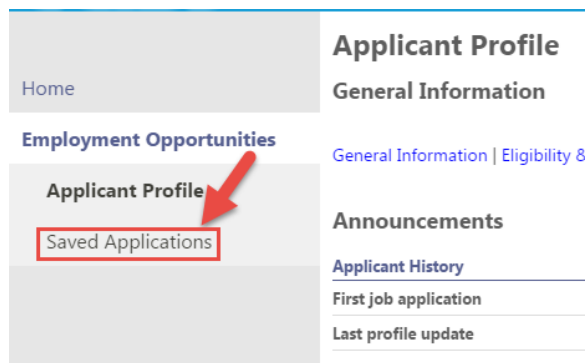
Last name*

Zip Code*

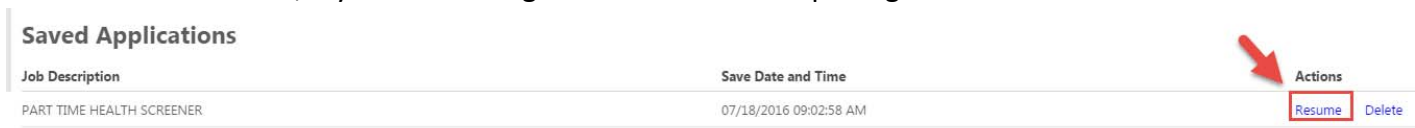
PIN*

[Click here for PIN reminder](#)

3. Select Saved Applications on the left side of the screen



4. Listed are the job openings that you have saved an application for, to resume the application select Resume under actions; if you are no longer interested in the opening select Delete.



5. You will be taken into the application from the first section, follow the procedures on how to apply to submit your application