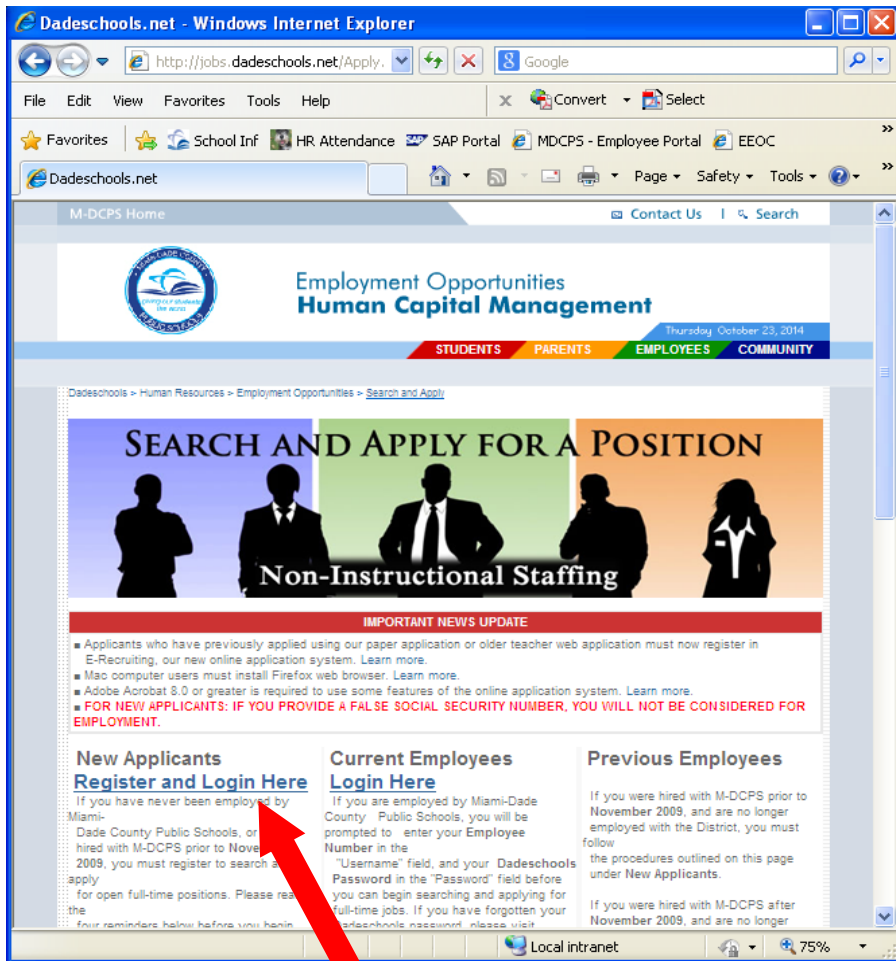


How to Apply for Employment Opportunities With Miami-Dade County Public Schools

Go to

<http://jobs.dadeschools.net/Apply.asp>

YOU MUST USE INTERNET EXPLORER



New Applicants

If you have never been employed by Miami-Dade County Public Schools, or were hired with M-DCPS prior to **November 2009**, you **must register** to search and apply for open full-time positions. Please read the four reminders below before you begin your registration:

1. E-mail Requirement

To use our online application system, we require all users to have a valid email account. If you do not have an email account, you may create a free account at www.gmail.com or www.yahoo.com/mail.

2. Password Selection

Registration requires a password that is a minimum of 8 alphanumeric characters (with at least one number).

3. Questionnaire Completion

After initial registration you will be emailed a mandatory questionnaire. This questionnaire must be completed before you can submit a job application online.

4. TRANSCRIPT SUBMISSION

If you are planning to apply for a position that requires a specific education degree, we require official transcripts from your college or university OR an official copy of your high school diploma. **You should begin this process now.** Applicants who have not submitted these documents WILL NOT BE CONSIDERED FOR EMPLOYMENT.

To submit these documents, you must do one of the following:

Mail or bring your documents to:
Miami-Dade County Public Schools
Personnel Records: Transcript Desk
1450 NE 2nd Ave, Suite 160
Miami, FL 33132

Where applicable, you may use www.studentclearinghouse.org to send your transcripts to us directly via e-mail. Note that not all colleges and universities participate in this program. Request electronic transcript to be e-mailed to: PersRecords@dadeschools.net

Use the Student Clearing House for Faster Service.

How to Apply for Employment Opportunities With Miami-Dade County Public Schools

In order to Search and Apply for Jobs within M-DCPS you must Register and Create a Password.

The screenshot shows the SAP Logon page in a Windows Internet Explorer browser. The address bar displays the URL: https://externalcandidate.dadeschools.net/sap/bc/bsp/sap/hrrcf_start. The page title is "Logon - SAP Web Application Server". The main content area features a "Logon" form with fields for "User" and "Password", a "Log On" button, and links for "Change Password" and "Password Forgotten". A red box highlights the "Register here" link. A red arrow points from a text box to this link. Another red arrow points from a text box to the "Log On" button. A third red arrow points from a text box to the "Change Password" link.

Register or Log in

Register here

User *

Password *

Log On

Change Password Password Forgotten

If you had previously registered, you may request to reset your password

When you request a new password, you need to copy and paste the temporary password sent to you

The screenshot shows the SAP E-Recruiting registration page in a Windows Internet Explorer browser. The address bar displays the URL: <https://externalcandidate.dadeschools.net/sap/bd1/bz/PTYwMCZlPW1p>. The page title is "SAP E-Recruiting". The main content area features a "Registration" section with a warning: "Before you can search and apply for jobs within M-DCPS, please register below. IF YOU PROVIDE A FALSE SSN, YOU WON'T BE CONSIDERED FOR EMPLOYMENT." Below this is a form with fields for "Name" (First Name, Middle Name, Last Name), "User Information" (Username, Password, Repeat Password, E-Mail Address, Social Security Number), and a "Privacy Statement & Employee Standards" section with a checkbox and a "Register" button. Red arrows point from text boxes to the "Register" button and the "Social Security Number" field.

Registration

Before you can search and apply for jobs within M-DCPS, please register below. IF YOU PROVIDE A FALSE SSN, YOU WON'T BE CONSIDERED FOR EMPLOYMENT.

Upon registration, you will receive a confirmation email that will provide directions and allow you to log-on to the application. All fields marked with an asterisk (*) are required. Please note that your Password must be a minimum of 8 alphanumeric characters.

Name

First Name *

Middle Name

Last Name *

User Information

Username *

Password (minimum 8 characters alphanumeric) *

Repeat Password *

E-Mail Address *

Social Security Number *

Privacy Statement & Employee Standards

Before completing your registration, please read and accept our [Privacy Statement](#), [Employment Standards & Social Security Number Policy](#)

Yes, I have read the Privacy Statement and I accept them. Acceptance is required to continue registration.

Register

Click to complete the Registration

Enter all required information accurately. Please **double check** your Social Security number

How to Apply for Employment Opportunities With Miami-Dade County Public Schools

Create a Profile and all enter personal information as needed on each tab

If needed you may request the Questionnaire be resent to your email

Search and Apply for Open Positions

Enter all pertinent information accurately, attach required documents, and complete the administrative questionnaire

To view administrative positions, sort **only** by JOB LEVEL (Adm./Mgmt) or highlight Select to view ALL job postings

How to Apply for Employment Opportunities With Miami-Dade County Public Schools

Search and Apply for Jobs

Please use the fields below to search current job opportunities. You may search by Keyword, Job Level, Job Classification, or any combination of these criteria. After entering search criteria, press the yellow "Start Search" button.

Once search results are displayed, you may view the job posting and description by clicking on the job title. Once you click the yellow "Apply Now" button.

Search Criteria

Search Result: 869 Hits

Job Classification	Job Posting				
School Support	PARA III-GENERAL, South Pointe Elementary School, NC51340536				
Security	SCHOOL SECURITY MONITOR, Kimloch Park Middle, NC51340536				
Curriculum Support and Development	PARA I-GENERAL, Whispering Pines Elementary School, NC51340536	01/12/2015	United States	No	
School Support	PARA II-GENERAL, Palm Springs Elementary, NC51340546	01/12/2015	United States	No	
School Support	PARA II-GENERAL, Natural Bridge Elementary, NC51340800	01/12/2015	United States	No	
Custodial Services	CUSTODIAN 12 MONTH, N. Dade Ctr For Modern Lang, NC51340801	01/12/2015	United States	No	
School Support	AFTER-SC CARE AC LEAD III, W. Hialeah Gardens Elementary, NC51340802	01/12/2015	United States	No	
Custodial Services	CUSTODIAN 12 MONTH, Aventura Waterways K-8 Center, NC51340803	01/12/2015	United States	No	
School Support	PARA I-THERAPEU(P), Ben Sheppard Elementary, NC51340804	01/12/2015	United States	No	
School Support	PARA III-THERAPEU(P), James H. Bright Jr. Johnson Elementary, NC51340805	01/12/2015	United States	No	

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[Add to Favorites / Delete from Favorites](#) [Apply / Now](#)

Once you complete your profile above, click on the Job Title below to view the Job Description & Apply. (save a copy of Job Description for your records)

Welcome LOURDES RODRIGUEZ

Home | Backend Landscape | Employee Self Service | e-Recruiting | Human Resources | Payroll | Procurement | Finance | Reports

Overview | **Employment Opportunities** | Life and Work Events | Personal Information | Payroll | Working Time | Benefits

Internal Candidate

Employment Opportunities > Search and Apply for Jobs > REGIONAL ADMIN DIRECTOR, Region Office, NC51737974

You can apply for this position by clicking on the yellow "Apply" button. To return to your search results click the "Search and Apply Directly" link above.

Apply

M-DCPS e-Recruiting
Internal Publication of Job Posting 51737974

Job Posting Title
REGIONAL ADMIN DIRECTOR, Region Office, NC51737974

Start Date 05/08/2017 **End Date** 05/12/2017

Additional Information
Please consult the Salary Schedules at <http://salary.dadeschools.net>

You may click here to apply

Thank you for your interest.
You are wished much success in your ongoing career endeavors.