## Applying for Positions In Halifax County Schools

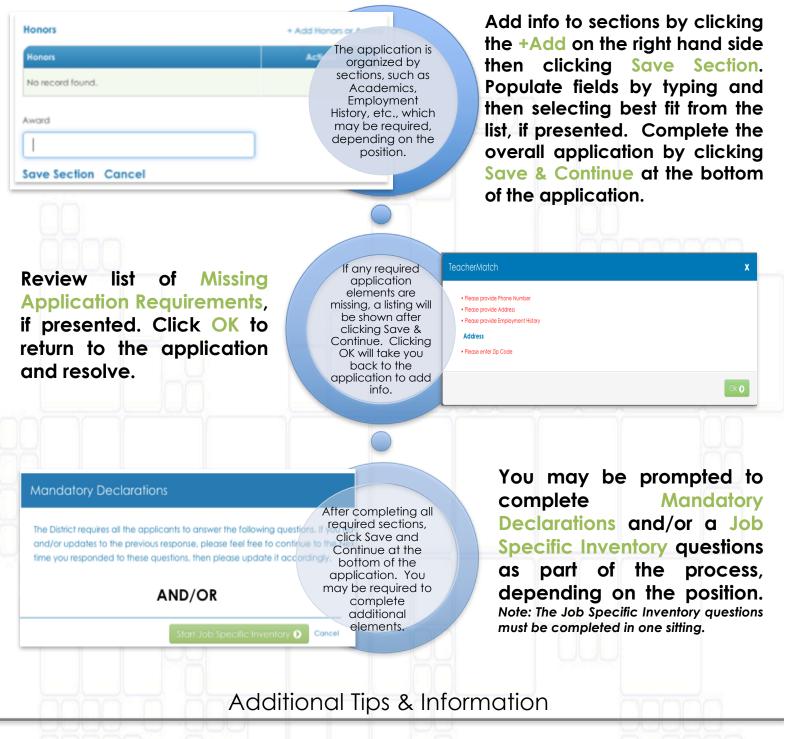
http://www.halifax.k12.nc.us/

PeopleAdmin support: 1-855-980-0511 (7:00am - 8:00pm EST)



Please review this guide for assistance in completing applications:

Keywords         Search for jobs by any keyword, branch name, district name, zip code at         School/ Dept       Jobs Category	After clicking the employment link in a district, you will be routed to the district's job board in the new NC School Jobs Powered By TeacherMatch.
Click the Apply icon to begin the application process, then click the green Apply button to enter the application.	Address (North Carolina, 27603       End Date (North Carolina, 27603       Actions/Apply         RALEIGH, North Carolina, 27603       Until filled       Image: Carolina, 27603         RALEIGH, North Carolina, 27603       Until filled       Image: Carolina, 27603         RALEIGH, North Carolina, 27603       Until filled       Image: Carolina, 27603         RALEIGH, North Carolina, 27603       Until filled       Image: Carolina, 27603
Sign In   In order to continue with the application process, please login below   Imal   Imal <tr< th=""><th>Next is the Cover Letter, which may be optional or required for the position. After clicking Continue, if you are not logged in, you will be asked to login or sign up.</th></tr<>	Next is the Cover Letter, which may be optional or required for the position. After clicking Continue, if you are not logged in, you will be asked to login or sign up.
Select Preferences, then complete Application Requirements, which are indicated by a red asterisk. SSN is optional but submitting may auto- populate North Carolina licensure, education, and other key information.	When you log in for the 1 <sup>st</sup> time, select preferences then click "Save Preferences" at the bottom of the screen. You will then be routed to pplication.



- You will receive an email after completing an application.
- There are four categories of positions (Licensed, Classified, Bus Driver, Substitute) and each may require different information.
- Please click "Test your setup" on the TeacherMatch Sign In screen to understand which internet browsers are supported. Contact support if you have difficulty.
- If you forget your password, click on "Forgot Password" to receive a reset email from noreply@teachermatch.net.
- If you cannot reset your password or need technical assistance, please call PeopleAdmin support at 1-855-980-0511 (7:00am - 8:00pm EST).