

CLASSIFIED INSTRUCTIONS

For ***new*** people, who have ***never*** applied through **TEACH IN ALABAMA** on how to apply for a Support Position.

- Google – Teach In Alabama
- ALSDE Job Vacancies
- Click Official Recruiting website for Alabama schools
- Create an Account
- Fill in Information
- Applicant Type: Classified
- Fill in appropriate information then click accept
- Application page will come up
- Choose Job
- Click on Jobs – All jobs
- Scroll down until you all open classified positions for Hartselle City Schools
- Once you find the job you are searching for Click to View
- Then scroll down and on the bottom Right – login and apply
- Then Click on “My Application”
- Fill out all applicable information then Click Next
- Do the same Click View and Apply