

West Deptford School District Directions for Internal Job Postings

Step 1: Open any web browser and visit <https://wdeptford.tedk12.com/hire/index.aspx>. The external “Job Listings” page will be displayed. This page shows only those positions that are open to both internal and external candidates.

Job Title	Posting Date	Type	Location	Apply
Director of Facility Management	04/14/2020	District Administrative	Central Office	Apply
Substitute Bus Driver	11/01/2019	Transportation	District Transportation Department	Apply
Substitute School Bus Aide	11/01/2019	Transportation	Central Office	Apply
Substitute Non-Instructional Aide	10/25/2019	Classified	Central Office	Apply
Substitute Custodian	10/25/2019	Maintenance	District Facilities Department	Apply
Part-time Lunch/Playground/Cafeteria (LPC) Aides	10/25/2019	Classified	Central Office	Apply

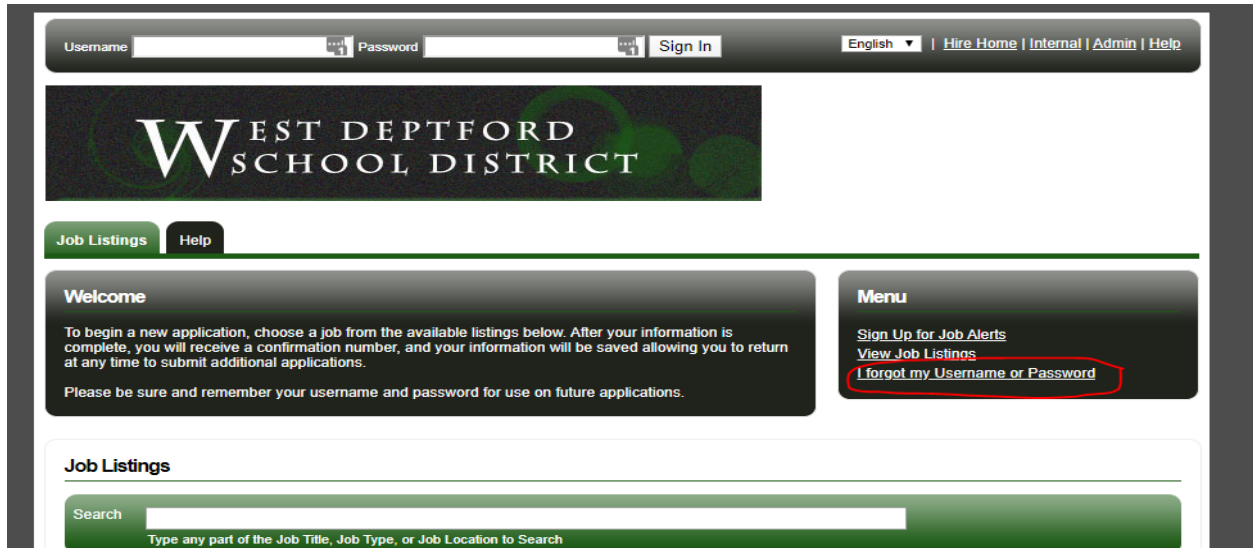
Step 2: If you already know your username and password go ahead and sign in and then please skip down to “Step 8.”

Username Password Sign In

[I forgot my Username or Password](#)

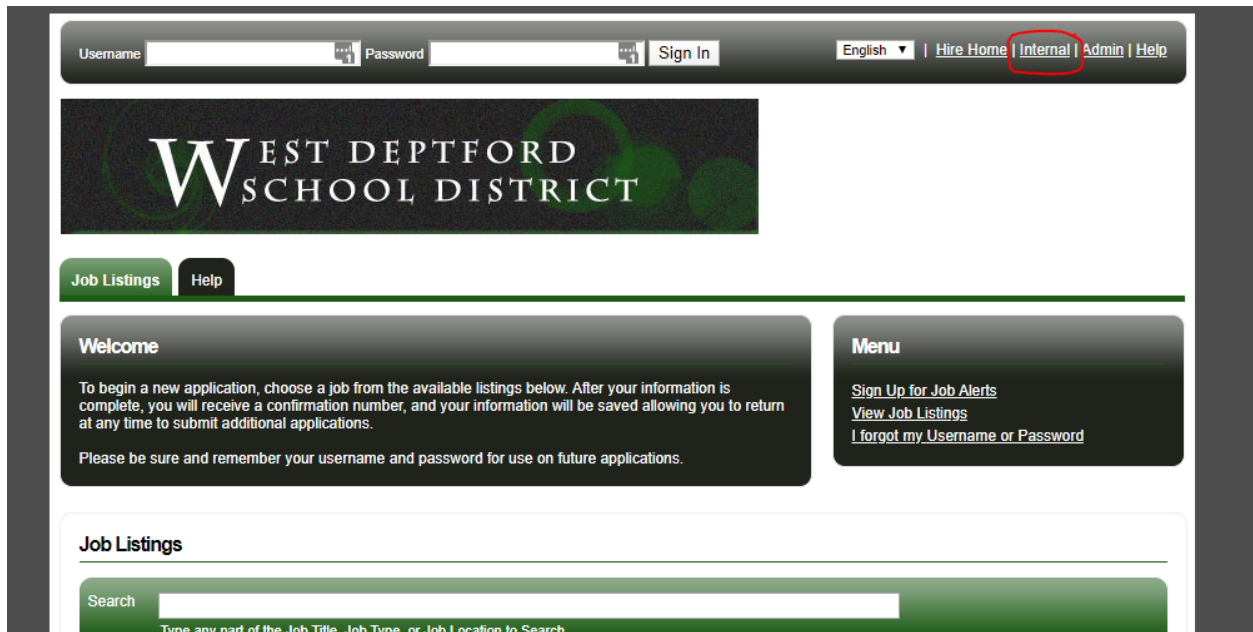
West Deptford School District Directions for Internal Job Postings

Step 3: If you know you have an account, but you are not sure of your username or password click on the link “*I forgot my Username or Password;*” otherwise continue to “**Step 4.**”



The screenshot shows the West Deptford School District job application interface. At the top, there is a navigation bar with fields for Username and Password, a Sign In button, and links for English, Hire Home, Internal, Admin, and Help. Below this is a large banner with the district's name. A green bar contains 'Job Listings' and 'Help' buttons. The main content area is divided into a 'Welcome' section with instructions and a 'Menu' section. In the 'Menu' section, the link 'I forgot my Username or Password' is circled in red. Below the menu is a 'Job Listings' section with a search bar and a prompt to 'Type any part of the Job Title, Job Type, or Job Location to Search'.

Step 4: If you do not already have an account, click on the “Internal” link in the upper right-hand corner of the page.



This screenshot shows the same West Deptford School District job application interface as the previous one. In this step, the 'Internal' link in the top navigation bar is circled in red. The rest of the page layout, including the Welcome message, Menu, and Job Listings section, remains the same.

West Deptford School District Directions for Internal Job Postings

Step 5: Click on the “Yes, I am an Employee” button.

The screenshot shows the West Deptford School District website. At the top is a banner with the district's name. Below it are links for 'Job Listings' and 'Help'. A green bar states 'This page is for current employees only.' The main content area is divided into two columns. The left column has a section titled 'New Internal Applicants' with instructions on how to create an account or login. A button labeled 'Yes, I am an employee.' is circled in red. Below this is a section titled 'I already have an Internal Account' with login instructions. The right column has a section titled 'Non-Employees' with a link to return to the job listings page. At the bottom left is contact information for the district, and at the bottom right is a 'Help' link and copyright information.

WEST DEPTFORD SCHOOL DISTRICT

[Job Listings](#) [Help](#)

This page is for current employees only.

New Internal Applicants

In order to view jobs available to internal applicants, you must first create an online account to identify yourself as an internal applicant.

If you have already created an internal account, you may login with your existing username and password to see all internal jobs.

[Yes, I am an employee.](#)

[I am not an employee.](#)

I already have an Internal Account

Login at the top of the page and [return to job listings page](#). Once Logged in you will be able to view internal job postings.

Non-Employees

If you are not currently eligible for status as an internal or transfer account, please [return to job listings page](#).

[Help](#)

675 Grove Road
West Deptford, NJ
Phone - (856) 848-4300
Fax - (856) 845-5743

Powered by [TalentEd Hire](#)
Copyright © 2005-2020 - [PowerSchool Group LLC](#)
[and/or its affiliate\(s\)](#)

Step 6: Type the word “YES” in the confirmation box and click continue.

The screenshot shows the same West Deptford School District website, but at a different stage of the process. The 'Yes, I am an employee.' button is no longer visible. Instead, there is a section titled 'I am a current employee of West Deptford School District' with instructions to confirm by typing 'yes'. A text input field is circled in red. Below the input field are 'Cancel' and 'Continue' buttons. The right column still has the 'Non-Employees' section. The bottom of the page contains the same contact information and copyright information as the previous screenshot.

WEST DEPTFORD SCHOOL DISTRICT

[Job Listings](#) [Help](#)

This page is for current employees only.

I am a current employee of West Deptford School District

Please confirm that you are a current employee by typing "yes" below.

[Cancel](#) [Continue](#)

I am not a current employee of West Deptford School District

If you are not a current employee, please [Browse our Available Jobs](#) and fill out a new application for a currently posted position.

[Help](#)

675 Grove Road
West Deptford, NJ
Phone - (856) 848-4300
Fax - (856) 845-5743

Powered by [TalentEd Hire](#)
Copyright © 2005-2020 - [PowerSchool Group LLC](#)
[and/or its affiliate\(s\)](#)

West Deptford School District Directions for Internal Job Postings

Step 7: Fill out the information to create your account and click save. We suggest using your email address as your username. Please remember your password as you will need it in the future to apply for internal positions.

Job ListingsHelp

Profile Information

Fields marked with an asterisk (*) are required.

First Name *

Last Name *

Username *

Password *

Confirm Password *

Email

Confirm Email

Security Question *

Security Answer *

Cancel

Save

Once your application is complete, you will use your user name and the password that you create below to log into the Jobs area and to edit and update your application.

Enter your current valid email address. We will use the below email address for future correspondence.

675 Grove Road
West Deptford, NJ
Phone - (856) 848-4300
Fax - (856) 845-5743

[Help](#)
Powered by [TalentEd Hire](#)
Copyright © 2005-2020 - [PowerSchool Group LLC](#)
and/or its affiliate(s)

Step 8: You are now signed into your internal employee account and you will be able to see all internal postings on the “Job Listings” page.

Welcome John (Not John?) | Account Settings | Sign OutEnglish | Hire Home | Internal | Admin | Help

WEST DEPTFORD
SCHOOL DISTRICT

Job ListingsProfileApplication StatusInterviewsReferencesDocumentsHelpSign Out

Welcome John

(If you are not John Test, click here)

To begin a new application, choose a job from the available listings below. After your information is complete, you will receive a confirmation number, and your information will be saved allowing you to return at any time to submit additional applications.

Please be sure and remember your username and password for use on future applications.

Menu

[Sign Up for Job Alerts](#)
[View Job Listings](#)
[I forgot my Username or Password](#)

Job Listings

Search

Type any part of the Job Title, Job Type, or Job Location to Search

Job Title	Posting Date	Type	Location	
Extended School Year Teacher	04/27/2020	Summer	Child Study Team	Apply
Extended School Year Teacher - Instructional Assistant	04/27/2020	Summer	Child Study Team	Apply
Extended School Year Teacher - Preschool (Teacher and Instructional Assistant)	04/27/2020	Summer	Child Study Team	Apply
Extended School Year Teacher - Related Services	04/27/2020	Summer	Child Study Team	Apply
Extended School Year Teacher - Nurse	04/27/2020	Summer	Child Study Team	Apply
Director of Facility Management	04/14/2020	District Administrative	Central Office	Apply
Substitute Bus Driver	11/01/2019	Transportation	District Transportation Department	Apply
Substitute School Bus Aide	11/01/2019	Transportation	Central Office	Apply