

Recruiting the Best!



Welcome applicants,

Thank you for expressing an interest in working for Salem-Keizer Public Schools. Salem-Keizer Public Schools accepts only electronic applications for licensed candidates. When you apply to a position, you will receive an invitation to take TeacherInsight—a web-based screening interview.

In order to begin the online application and complete the TeacherInsight screening interview, please go to:

www.teachingInOregon.org

Click on Filing the Application

<http://www.teachinginoregon.org/id14.html>

Click on “EdZapp”

If it is your first visit and would like to create a new account, click on Register to complete a basic registration form.

- If you have already established an account, you will need to enter your registered e-mail address and password to login.
- You may change your username (email) and password at any time; please keep your email current so we can reach you.
- If you already have an EdZapp/ TeachOregon account, you may use the same e-mail and password information for our application.
- Much of your information will already be populated on your Salem-Keizer application.

Be sure to activate your application on edZapp so that we know you are interested in applying for our District. If you do not activate your application, it will not be visible to us.

- Click on the *Application Status/Jobs* tab and at the end of the page click on *Activate Application*.
- Then click on *Current Openings* to look for job opportunities. Click on the position.
- Click on the *Apply Now* button.
- Follow the *Continue* buttons at the top of the page until you reach the *Confirm* button and have successfully applied for the interview.
- You have successfully applied for the interview when you click on the tab *Job Applied To*.
- When you applied, you should have automatically received an email from support@edZapp with the link to the Teacher Insight interview.

- If you do not see this in your in-box, also check your spam and junk mail folders.
- If you are unable to locate the email, please use the "Contact Us" link (from within your edZapp account) to request the TeacherInsight invitation for Salem Keizer Public Schools directly from edZapp.
- Use the drop down menu and select "General Questions/Other" and then type your request in the text box and click on "Submit Question".

When you receive an electronic invitation to complete the online interview, please follow the email instructions to take *TeacherInsight*.

Effective September 15, 2008, only applicants that have completed the online employment application and the *TeacherInsight* interview will be reviewed by administrators.

The *TeacherInsight* interview will require approximately 35-40 minutes of uninterrupted time. It consists of two types of items: multiple choice and Likert Scale (responses on a one-to-five scale).

At the *TeacherInsight* Log In page, you will be asked to create a username (your email address) and a unique password. Please follow the directions carefully for creating the password. You should retain the username and password to re-enter the *TeacherInsight* system.

Specific instructions are contained within *TeacherInsight*.

You should use Internet browsers with these versions or higher for best results: Microsoft Internet ExplorerR 6.0, SafariR 2.0.2, or FirefoxR 2.0. A minimum of 56k modem is required.

Only you, the applicant, may complete this interview. Any falsification during the application and interview process may disqualify you from consideration for employment.

Please remember, to be considered for any licensed position with Salem-Keizer Public Schools *TeacherInsight* needs to be completed.

For assistance with any questions about edZapp online application, please don't hesitate to contact me, Jody Heit or Leith Robertson at 1-800-285-5484 or 503-399-3061.

Muchas gracias.

Susana Ghio
Recruiting Specialist/
Student Teacher Placement Coordinator
503-399-3061
ghio_susana@salkeiz.k12.or.us