CURRENT CLASSIFIED JOB OPPORTUNITIES:

Cabling Technician (Limited Term)
Campus Security Officer
Coordinator, Security and Safety
Detention Room Assistant
Field Coordinator
Paraeducator, Deaf & Hard of Hearing
Paraeducator, Severely Handicapped
Parent Outreach Worker (Bilingual Spanish Preferred)
School Bus Driver
Secretary (Bilingual Spanish Preferred)
Translator-Interpreter (Spanish)
YEP Program Leader *coming soon

To apply, visit agency.govtjobs.com/haywardusd. Paper applications are not accepted. You can apply online without an email address, but we highly recommend that you use email to receive your notices. You will receive faster notifications of your application status if you provide an email address.

Job Interest Cards:

If none of the above positions fit your experience or interest, you can complete a Job Interest Card and be notified via email immediately when jobs within your interest area are posted.

1. Go to www.husd.us/employmentopportunities.
2. Click "Job Interest Card".
3. Review job categories to determine what jobs you are interested in and qualified for.
4. Click the box next to each category you want to submit a job interest form for.
5. Complete the job interest form and submit your request.
6. You can select as many categories as you want to.
7. You will receive an e-mail when recruitment for the job title opens within the job category you have selected; you will then need to submit an on-line application for the position.
Application Tips

★ Before you apply for any position, please carefully read the “Minimum Qualifications” section of the job posting, and be sure that you have the education and experience required of the position. If you do not, we will reject your application.

★ When completing the application, it is mandatory that you complete the “Work History” section thoroughly. **Do not write “see resume”**. You may attach a resume, however only the application will be used to determine if you meet the minimum qualifications.

★ Experience requirements are based on a full time schedule (32-40 hours a week). If you worked part time, your experience will be prorated. For example, 2 years of experience working 20 hours a week is counted as 1 year of full time experience.

★ Please be sure to include all relevant experience, regardless of how recent. Do not assume that indicating you have a license, degree, or certificate will imply that you have a certain level of experience and/or education.

★ Please use examples of major duties that are related to the position(s) for which you are applying.

★ Use proper capitalization and punctuation throughout the entire application. Do not use ALL CAPS or all lowercase.

★ Most postings have a closing date. Your application will not be reviewed until that closing date. Please allow 1-2 weeks for notification of your application status. If your application is accepted you will be invited to participate in an exam process. That process will consist of at least one of the following processes: A scored supplemental questionnaire (collected at the time of application), a written exam, a performance exam, or an oral exam.

★ Postings that are marked “Continuous” indicate that we never stop accepting applications, and are not used to recruit for specific vacancies. Depending on the demand for a particular classification, it may be several months before your application to a “Continuous” recruitment is processed. Please do not call or email requesting status updates.

★ If you are successful in the exam process, your name will be placed on an eligibility list for 6 months. Being on the eligibility list **does not** guarantee you a position. When vacant positions are reported, Human Resources will refer names from the eligibility list in the order of rank to the hiring manager. When you are referred, you are entitled to a selection interview. If you are not selected, your name will remain on the list until the expiration, or the point in time when you have not been selected 3 times, whichever comes first.