

Interested in being a Sub? Pre-Employment Process Made **EASY**



It's easy and it's all on-line. *Boyd County Public Schools (BCPS)* uses the online application process, TalentEd. Upload your resume, letters of recommendation, and certifications directly into the program. An email address is required.

We will be accepting applications for substitute positions July 15.

If you think *Boyd County* is right for you, go to the BCPS web page at www.boyd.kyschools.us. Under "Quick Links," select "Employment", and select the submenu "Application (TalentEd)." Follow the screen prompts to make a username and password and apply for any position for which you are qualified. Remember, an email address is required.

This is an excellent way to get your foot in the door for a future position.

BCPS district employees are committed to create an environment of high expectations, to engage every student in work reflecting a high achievement level and to work collaboratively with students, colleagues, families, and our community to ensure student learning. This commitment guides our every decision and establishes our priorities.

We would be happy to welcome you to *Boyd County Public Schools - The Leader in Learning!*

Every Student **Counts**
Every Day **Matters**



How to apply: TalentEd

Boyd County Schools uses an online application program. Paper applications and/or email requests for job posting are not accepted. All applicants must use TalentEd. You must have a valid email.



How to apply for a position:

- Visit our Webpage at www.boyd.kyschools.us
- Go to "Quick Links" → "Employment" → "Talent Ed"
- Choose the job for which you would like to apply
- Click on "Create new account/Apply"

Note: there are several pages of the application. You do not have to enter information on every page (just what pertains to you).



BE SURE TO REMEMBER YOUR USERNAME AND PASSWORD – this will be required each time you apply.

Once you have entered all information and completed the application, **you need to click "SUBMIT YOUR APPLICATION" and wait for a confirmation.** For your records, you may want to print out or write the confirmation down.

Your application will always be saved. The next time you want to apply, you will choose "I ALREADY HAVE AN ACCOUNT WITH BOYD COUNTY." You will then be asked for your username and password. Your saved application can be viewed and you can add or edit your application information specific to the job posting for which you are applying. You can return to the site anytime and upload or edit information.

"An Equal Education and Employment Institution"

