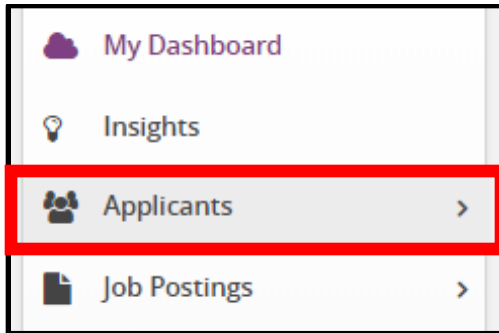
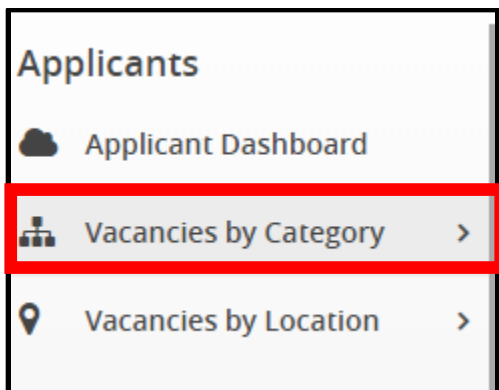


Step 1: Sign into Frontline Recruiting and Hiring


- <https://app.frontlineeducation.com/select/>


Step 2: Click Applicants from left hand options**Step 3: Click Vacancies by Category****Step 4: Click Job Fair**

Step 5: Click Generic Job Posting you need to hire for


Job Fair


Counselor

 View Pool


 Job ID 2703 - 68 >
Counselor (2020-21)
at Location to be
determined ***CLOSED***


ELL

 View Pool


 Job ID 2749 - 44 >
Teacher - ELL -
Elementary School (2020-21)
at Location to be
determined ***CLOSED***


Teacher High School

 View Pool

 Job ID 2693 - 169 >
Teacher - High
School (2020-21) at Location
to be determined ***CLOSED***

Teacher K-2

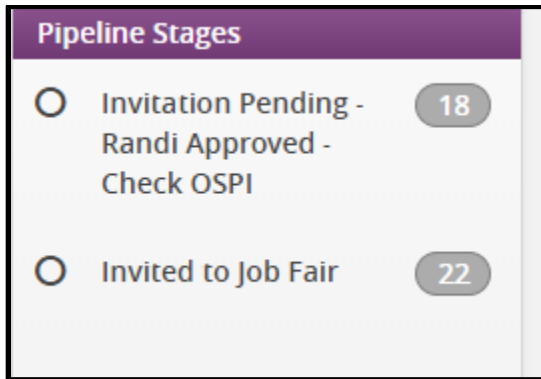
 View Pool

 Job ID 2690 - 179 >
Teacher - K-2
(2020-21) at Location to be
determined ***CLOSED***

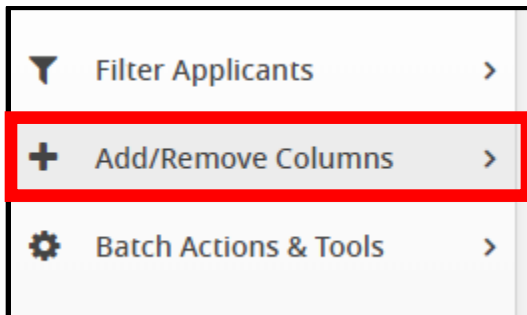
Generic Postings

Teacher K-2
Teacher 3-5
Middle
High School
Physical Education
Music
Librarian
ELL
Counselor
Special Education
Speech and Language
Pathologist
Psychologist
Occupation/Physical Therapist

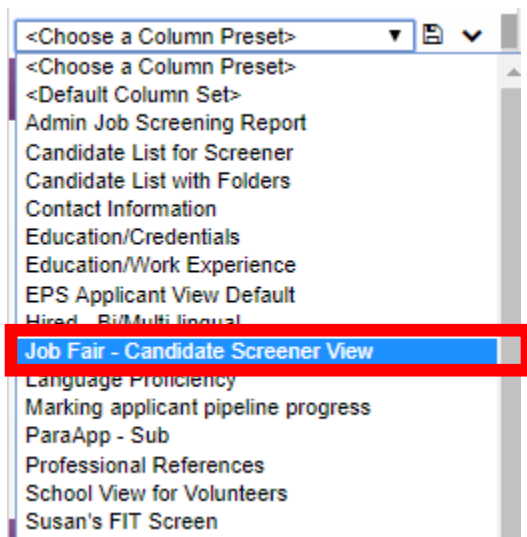
Step 6: Applicants ready to be reviewed will be in one of two pipeline stages. Please review both pipeline stages. (Invitation Pending – Randi Approved – Check OSPI, or Invited to Job Fair)



Step 7: Click Add/Remove Columns



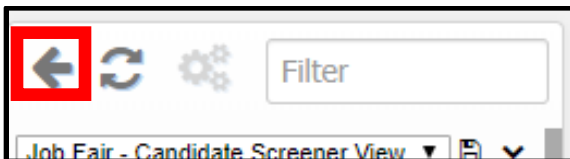
Step 8: Click Job Fair – Candidate Screener View



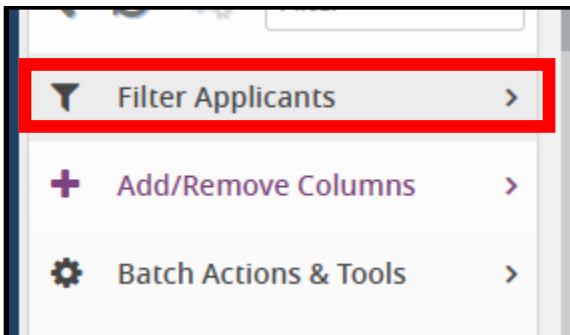
Step 9: Columns displayed

- Applicant name
- TEACHFIT and SEFIT
- Other endorsements
- In State Certificates
- Anticipated cert plan
- Other certificates

Step 10: To filter applicants – click Arrow Back



Step 11: Click Filter Applicants



Step 12: Click Certifications or Years of experience to reduce applicant count

