



For questions call: 1-877-900-5627 | Email: info@simplication.com | M-F: 6:30 am – 6:00 pm

Follow these three steps to create an on-line portfolio and apply to jobs

- REGISTER at winnipeg.sd.simplication.com
- CREATE YOUR PORTFOLIO
- APPLY TO THE NEW GRAD RECRUITMENT POSTING

REGISTER

On the login and Registration page, you will click 'Register' to create your profile

- Select 'I am registering as an EXTERNAL applicant'
- Choose your position category:
Teachers, Principals & Superintendents
- Complete the applicant registration page

CREATE YOUR PORTFOLIO

Before applying to our career opportunities, ensure the following sections of your portfolio are complete.

Teachers, Principals, Superintendents	3 Professional References are required and must include:	Complete applications include the following supporting docs:
<ul style="list-style-type: none">✓ Personal Information✓ Answer Questions on 'My Portfolio'✓ Qualifications✓ Language Skills✓ Experience✓ References✓ Cover Letter✓ Resume✓ Supporting Documents	<ul style="list-style-type: none">✓ Must have supervised you while working in a teaching capacity Should Include: <ul style="list-style-type: none">✓ Practicum Supervisor, Cooperating Teachers✓ Name of Reference✓ Email✓ Phone Number	<ul style="list-style-type: none">✓ Resume✓ Include at which school you are completing your student practicum✓ Which grades you are working with✓ At least two Summative Practicum Evaluations from the 2016-2017 school year