



Human Resources

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Application & Job Listings

General Information

In order to apply for a job listing, please click on the appropriate job listing link on the right. It is important that the email for the application is unique to you and is not being used by another applicant or employee. You must apply for each specific job listing. This also applies to Katy ISD Employees that are interested in a job listing.

Katy ISD has moved to a new application and job listing website. All applicants that are interested in applying for positions will have to submit a new application through the TalentEd website. We feel all applicants will find that this website provides an overall better experience when trying to find a position within Katy ISD. One of the changes is the opportunity to get a weekly email regarding current job listings. Thank you for your understanding as the district moves to a new and improved website for our applications and job listings.

Application support is now available directly through the new website and their support team.

- [Application Support website.](#)
 - Support phone number: 866.389.1245
 - Please call only after first utilizing the support website

Internal Applicants

While internal applicants will be required to apply for posted positions, principals and district supervisors will use the Transfer List to ensure that an internal applicant is eligible for a transfer. Internal applicants cannot apply for positions that have not been posted. In this case, the principal/district supervisor will use the transfer list as a way to identify interested applicants. However, internal applicants will be required to complete an online application for posted job listings.

On the new job listings website you will need to click the "Internal" link that is located at the top of the page. This will also allow Katy ISD employees to view postings that are just for internal applicants.

An online application will allow internal candidates to apply online for posted positions. This process will remove the need to have internal applicants submit (email, mail, fax, etc.) a letter of interest to the campus principal or district supervisor. Resumes and letters of interest will all be uploaded into the application.

As a result of this process, internal applicants will take the following action steps when applying for posted positions:

Transfer List

Please use the link located on the right side [Transfer Request] to access the transfer request form. You will be required to use Internet Explorer to complete the information.

The district transfer list is for current Katy ISD employees only. An employee should only submit one request each school year (July 1st – June 30th). Once you have been placed on the transfer list you will not be able to submit an additional request.

You may not use the transfer list for Assistant Principal or Principal positions, but you may apply for these positions online.

If you encounter access issues with the transfer form, please contact the **Help Desk** for assistance by calling **281.237.4357**.

If you have any other questions regarding the transfer process, please contact:

- Alice Smith (Professional transfers) - alicsmith@katyisd.org
- Dora Almaguer (Paraprofessional transfers) - dorahalmaguer@katyisd.org

Application (Internal)

Internal applicants will be required to upload resumes and interest letters based upon the position for which they are applying. Once an internal application has been completed by an employee, the application can be updated for each position of interest thereafter.

Automated reference forms will be distributed using the internal online application once a Katy ISD employee applies for a vacant position. Katy ISD employees need three references (including one from your current supervisor).

TRS Retirees

Retired former employees that are rehired in Katy ISD may be subject to surcharge set by the Texas Retirement System. Surcharges apply to the employment of any retiree who:

- retired **after** September 1, 2005 and
- is working in a TRS-eligible position (half-time or more)
- combining substitute work and half-time employment

****Exceptions could be made for TEA defined hard-to-fill positions****

Surcharges do not apply to retirees working:

- as a substitute as defined by TRS
- less than half-time
- retired **before** September 1, 2005

Rehired retirees who signed an employment contract with Katy ISD prior to July 1, 2016 are grandfathered.

6301 S. Stadium Lane - Katy TX 77494 | 281.396.6000 | [Login](#) | [Accessibility](#)

It is the policy of Katy ISD not to discriminate on the basis of sex, disability, race, religion, color, gender, age in its educational programs and/or activities, including career and technology programs, nor in its employment and to provide equal access to the Boy Scouts and other designated youth groups.

Katy ISD is not responsible for the content on external websites or servers.

