



BREMEN CITY SCHOOLS

Excellence in all we do!

For Questions call: 1-877-900-5627 | Email: info@applytoeducation.com M-F: 7:30am-7:00pm

How to Register an Account with Bremen City Schools:

STEP 1: Visit <https://bremencs.simplification.com>

STEP 2: Click on **Register** at the bottom right hand corner.
(if you have registered an account previously, simply enter your username/password and sign in)

NOT REGISTERED?

Bremen City Schools believes "excellence in all we do" is an important goal for every area of the school system.

We accept applications of people who believe they can further that purpose as an employee of the school system.

All applications are accepted online. We encourage anyone who is interested in joining our team to create an online portfolio today by clicking **Register**. Please complete all sections of the portfolio before applying for a job posted.

Have questions or require assistance?

Please call 1-877-900-5627 or email info@simplification.com (Mon-Fri 7:30am - 7PM EST)

REGISTER

STEP 3: Choose your position category (i.e. 'Teachers, Principals and Superintendents' – is for Certified Positions and 'ECE,EA/TA/ERW,Clerical, Custodians' is for Classified Positions) from the drop down menu. Fill in the registration page, such as creating a username, password (should be a login combination that you can easily remember) and personal information.

STEP 4: Agree to the **terms and conditions** and click the '**Register**' button



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Applicant Registration

* Select Position Category: Teachers, Principals & Superintendents

* User Name: bremtest

* Enter Password: ●●●●●●

* Re-type Password: ●●●●●●

* First Name: John

* Last Name: Smith

* Country: United States

* Province/State: Georgia

* Email: abc@bc.ca

* Confirm Email: abc.bc.ca

* Word Verification: Type the characters you see in this picture. Letters are case sensitive and without spaces.

PB11V

Terms & Conditions: Please take a minute to review the following terms and conditions which govern the user portion of this site:

The use of the personal information you submit upon registration or subsequently is governed by the Simplification Privacy Policy, which stipulates among other things the reasons why personal information is collected, the uses that will be made of your personal information, your rights of access and rectification. For your convenience, we highlight below sections of Simplification's PRIVACY POLICY that address the use of registration and application information. You can read the full version of Simplification's privacy policy on www.simplification.com.

The information we gather on Simplification is used for the limited purpose of allowing applicants to search for jobs and electronically send their application to employers. Applicants create an

I agree with these terms and conditions and declare that the information I submit on this website is true.

For assistance please call 1-877-900-5627 or email info@simplification.com

STEP 5: You are now registered!

How Do I View & Apply To Job Postings

STEP 1: Sign into your Bremen Portfolio at <https://bremencs.simplification.com>

STEP 2: To complete your **'Portfolio'** you must fill all boxes marked with an asterisk [*] on the **'Personal Info'** page and press save. Complete any questions on the **'My Portfolio'** page, then you may complete any other sections in the application (i.e., **'Resume and Cover letter'**, **'Supporting Documents'**, etc.).

STEP 3: If you are now ready to apply, click **'Job Postings'** on the navigation bar and select **'Search Jobs'**. For best results leave the keywords section blank and just click **'Search'**

STEP 4: Select the job posting title of the job that you would like to apply to and click the **'Apply'** button at the bottom of the following page.

STEP 5: Jobs that you have applied to successfully will appear in your **'Job Application Log'** which is found under the **'Job Postings'** section of the navigation bar. You will also receive a confirmation email.



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My Username and/or Password

STEP 1: If you forget your user name and password, visit <https://bremencs.simplification.com> and click 'Forgot Your Login?'

STEP 2: Enter your email address you registered with and your login combination will be sent by email.