



UNITED ARAB EMIRATES
MINISTRY OF EDUCATION



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IMPORTANT NOTICE

UAE PASS Integration

Ministry of Education Career Portal

APPLICANT GUIDELINES

Human Capital Department – Recruitment Section
Ministry of Education



Career Portal Access Guide Using UAE Pass – CANDIDATE GUIDE

Welcome to the Career Portal.

To provide a secure and seamless experience, all applicants must use UAE PASS to access the portal and apply for jobs.

You must use the email address which is linked with UAE PASS only!!

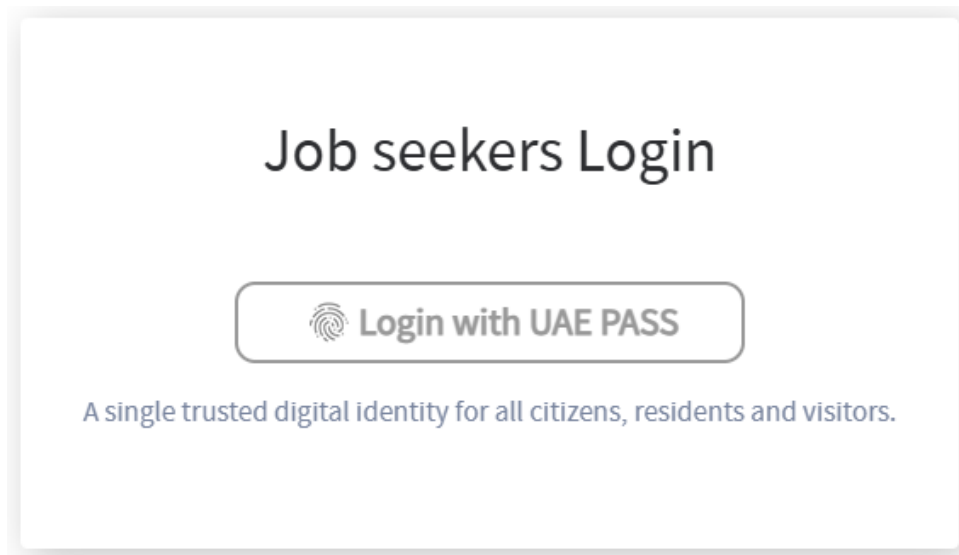
Before You Start

Please note the following important information:

1. Only one account is allowed per applicant.
 2. Duplicate accounts are not permitted.
 3. Your email address is used as your main account identifier.
 4. All applicants must login using UAE PASS.
-

Step 1: Login with UAE PASS

Select: **Login with UAE PASS**



When you select Login with UAE PASS, you will first be redirected to the Ministry of Education (MOE) Login Portal. Complete the MOE account setup or account-linking steps described below.

After this one-time MOE login setup is completed, you will return to the Career Portal, where the system will check whether you already have a Career Portal account.



MOE Login Portal Setup and UAE PASS Authentication

The Career Portal uses UAE PASS for authentication. When you select Login with UAE PASS on the Career Portal, you will first pass through the MOE Login Portal before being returned to the Career Portal.

Important: The MOE Login Portal account and the Career Portal account are separate. Linking an existing MOE Login Portal account does not link, merge, or change your Career Portal profile or previous job applications.

Step 2: Open the MOE Login Portal

After selecting Login with UAE PASS on the Career Portal, you will be redirected to the MOE Login Portal at <https://login.moe.gov.ae/>.

- Select Sign in with UAE PASS.
- If you do not yet have an MOE Login Portal profile, you will be asked to create one after UAE PASS authentication.
- If you already have an MOE Login Portal account, you can link it to your UAE PASS account during the one-time setup process.



Sign in with UAE PASS

A single trusted digital identity for all citizens,
residents and visitors

Need a UAE PASS account?

[Create a new account](#)



Step 3: Authenticate with UAE PASS

You will be redirected from the MOE Login Portal to the UAE PASS sign-in page.

1. Enter your Emirates ID, email address, or mobile number registered with UAE PASS.
2. Select Login.
3. Open the UAE PASS application on your mobile device.
4. Select the number shown on the screen and confirm the login request.



Login to UAE PASS

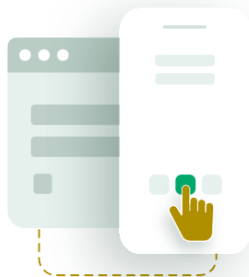
☒ Remember me

Login

Don't have UAEPASS account? [Create new account](#)

[Recover your account](#)

إلغاء الطلب ×



الهوية الرقمية
UAE PASS

طلب تسجيل الدخول من

Ministry of Education Web Portal

افتح تطبيق الهوية الرقمية الخاص بك، وأدخل
الرقم الموضح لتسجيل الدخول

29

⌚ في انتظار تأكيدك

Powered by UAE PASS



Step 4: Confirm Whether You Already Have an MOE Login Portal Account

After successful UAE PASS authentication, the MOE Login Portal will ask whether you already have an online Ministry of Education account.



UAE PASS Ministry of Education Profile Linking

Do you have an online account with Ministry of education ?

Yes*

No**

* Your UAE PASS account will be linked to your existing Ministry of education profile

** Your Ministry of education profile will be established based on the UAE PASS account

Note : This is a one time process, your future login's through UAE PASS will be seamless.

Option A: Yes - I Already Have an MOE Login Portal Account

Choose Yes if you already have an account on the MOE Login Portal. This may be an older MOE account and may use an email address that is different from the email address registered in UAE PASS.

1. Sign in using your existing MOE Login Portal credentials.
2. Select the option to link the account with UAE PASS.
3. Once linked, future authentication through UAE PASS will use the linked MOE Login Portal profile.

Note: This linking step applies only to the MOE Login Portal. It is not the process for linking an existing Career Portal account. Career Portal account linking is explained in the following sections of this guide.



UAE PASS Ministry of Education Profile Linking

(Login with your Ministry of education credentials)

☐ Remember Me

Link above account with UAE PASS

[Forgot password?](#)

Don't have an account? [Register now](#)

Note : This is a one time process, your future login's through UAE PASS will be seamless.

Option B: No - I Do Not Have an MOE Login Portal Account

Choose No if you do not already have an MOE Login Portal account. A profile will be established using information received from UAE PASS.

1. Review the personal information retrieved securely from UAE PASS.
2. Complete any remaining required fields in your MOE profile.
3. Information retrieved directly from UAE PASS may be read-only. If any of those details need to be changed, update them through UAE PASS.
4. Save or complete your MOE profile to finish the one-time setup.

My Profile

Personal data

Additional Information

Your User Profile must be completed



Some of your personal information shown below has been securely retrieved from your UAE Pass profile and cannot be edited directly within this system. If you wish to update any of these details, please visit the UAE Pass portal by clicking the link below: <https://www.uaepass.ae>

Personal data

Email

First Name (English) [Required]

Last Name (English) [Required]

First Name (Arabic) [Required]

Last Name (Arabic) [Required]

Full Name (English) [Required]

Full Name (Arabic) [Required]



My Profile

 Personal data

 Additional Information

Your User Profile must be completed



Some of your personal information shown below has been securely retrieved from your UAE Pass profile and cannot be edited directly within this system. If you wish to update any of these details, please visit the UAE Pass portal by clicking the link below: <https://www.uaepass.ae>

Additional Information

Emirates ID Number

Family Book Number

Emirates ID Issue Date

Emirates ID Expiry Date

Date Of Birth

Marital Status

Pick one ...

Passport number

Passport Issue Date

Passport Expiry Date

Passport Issue Place

Step 5: Return to the Career Portal

After you complete the MOE Login Portal setup, you should be redirected to the Ministry of Education Career Portal at <https://careers.moe.gov.ae/>.

1. The MOE Login Portal setup is normally required only once.
2. If you are not redirected automatically to the Career Portal, visit <https://careers.moe.gov.ae/> again and select Login with UAE PASS.
3. Your completed MOE authentication setup should then be recognized, allowing you to continue to the Career Portal account verification and linking process described below.

Result: Once this setup is complete, you can continue with the Career Portal flow. The Career Portal will then determine whether your UAE PASS email matches an existing Career Portal profile or whether you need to create/link a Career Portal account.



External Applicants Residing Outside the UAE

Frequently Asked Question

“I am living outside the UAE and do not have an Emirates ID. Can I still use UAE PASS?”

Yes. Applicants residing outside the UAE can register and use UAE PASS. The Career Portal uses the email address registered in your UAE PASS account to identify and connect your profile. If you already have a Career Portal account, ensure you have access to the email address associated with that account to complete any required verification steps.

If you do not have a UAE PASS account, please download and register for UAE PASS before proceeding. UAE PASS can be used even if you are currently residing outside the UAE. Please ensure that the email address registered in UAE PASS is the email address you wish to use for accessing the Career Portal.

External Applicants - Non-Ministry of Education Employees

Scenario 1: Existing Account Found Automatically

If your UAE PASS email address matches an existing Career Portal account:

1. Your account will be identified automatically.
2. You will be logged in directly.
3. Your existing profile, applications, and history will remain unchanged.

Result

You can continue using your account normally through UAE PASS.

Scenario 2: No Existing Account Found

If the system does not find an account linked to your UAE PASS email address, you will be asked:

Have you registered on this portal before using a different email address?

You will then choose one of the following options.

Option A: No, I Am a New User



Choose this option if you have never registered on the Career Portal before.

Let's get your profile ready

To give you the best experience, we want to make sure all your professional information is in one place. This helps you keep track of your applications and history easily.

Have you registered on this portal before using a different email address?

☒ No, I am a new user

☐ Yes

Create your profile

Get started by creating a profile to apply for a Job

Are you a Ministry of Education employee?
(Optional)

☐ Yes

☒ No

How did you hear about us?

- Select one -

☐ I accept the Terms of Use and Privacy Policy

Create Account

What will happen:

1. A new account will be created automatically.
2. Your UAE PASS details will be used to create your profile.
3. Your UAE PASS account will become your login method for future access.

Result

Your profile will be created successfully, and you can start applying for jobs immediately.

Option B: Yes, I Already Have an Account

Choose this option if you previously registered using another email address.



Let's get your profile ready

To give you the best experience, we want to make sure all your professional information is in one place. This helps you keep track of your applications and history easily.

Have you registered on this portal before using a different email address?

No, I am a new user

Yes

Locate Your Existing Profile

Please enter the email address you previously used. We will send a secure verification code to this address to confirm your identity and safely merge your information.

Registered Email Address

Send Verification Code

Securely link your account on Ministry of Education



Dear Candidate Name,

To securely link your digital identity with your profile at Ministry of Education, please use this verification code:

1296

This code is valid for the next 5 minutes.

If you did not request this, please ignore this email. No changes will be made to your account without this code.

Best regards,
Ministry of Education



Enter Verification Code

We just sent a code to personal@email.com. Once you enter it below, your profiles will be linked and you'll be ready to go!

Didn't receive the code? Wait 5:00 to Resend Code

Cancel

Verify

What you need to do:

1. Enter your previous email address.
2. Request a verification code.
3. Check your email and enter the verification code.
4. Once verified, your existing account will be connected to your UAE PASS account.
5. Your existing profile and application history will remain unchanged.

Result

You will continue using your existing account through UAE PASS without losing any previous records or applications.

Internal Applicants – Ministry of Education Employees

Please note that the Career Portal is integrated with UAE PASS for authentication and account verification purposes.

All Ministry of Education (MOE) Employees must use their UAE PASS email address as their primary Career Portal login.

When an applicant selects **“Yes, I am an MOE Employee”**, a second email field will appear requesting the employee’s official MOE email address.



Create your profile

Get started by creating a profile to apply for a Job

Are you a Ministry of
Education employee? ☒ Yes
☐ No
(Optional)

MOE email address

Ex: Johndoe@example.com

How did you hear
about us?

Internal Employee

☐ I accept the Terms of Use and Privacy Policy

Create Account

The two email addresses serve different purposes:

- **Personal Email Address (Linked to UAE PASS):**
Used as the primary login, authentication, and account verification email address for the Career Portal.
- **Official MOE Email Address:**
Used by the administration team to verify internal employee status and provide access to internal vacancies and recruitment services available only to Ministry employees.



Contact Information

Email Address:	Personal@email.com
Mobile Phone:	+971.501234567
Country: *	- Select one -
City:	
Address (Line 1):	
Address (Line 2):	
P. O. Box:	
Zip/Postal Code:	
Website:	
MOE email address:	email@moe.gov.ae

Save

Cancel

In summary, all Internal MOE Employees must:

1. Register or update their Career Portal account using a personal email address linked to UAE PASS.
2. Select:

Yes, I am an MOE Employee

3. Enter their official MOE email address in the second email field displayed for internal employee verification purposes.

Scenario 1: New Internal Applicant

Choose this option if you are an MOE employee and do not already have a Career Portal account.

Steps

1. Login using **UAE PASS**.
2. Select:



No, I am a new user

Let's get your profile ready

To give you the best experience, we want to make sure all your professional information is in one place. This helps you keep track of your applications and history easily.

Have you registered on this portal before using a different email address?

☒ No, I am a new user ☐ Yes

3. Register your account using the personal email address linked to your UAE PASS account.
4. Select:

Yes, I am an MOE Employee

Create your profile

Get started by creating a profile to apply for a Job

Are you a Ministry of Education employee? ☒ Yes ☐ No
(Optional)

MOE email address

How did you hear about us?

☐ I accept the Terms of Use and Privacy Policy

Create Account

5. Enter your official MOE email address in the second email field displayed.

Result

Your Career Portal account will be created using your personal email address linked to UAE PASS as your primary login and authentication email address.



Your profile will then be submitted for internal employee verification using your official MOE email address.

Once approved, you will gain access to internal vacancies and internal recruitment services.

Scenario 2: Existing Account Registered Using a Personal Email Address Linked to UAE PASS and Already Verified as an Internal Employee

Login using **UAE PASS** linked to your personal email address.

Verification Check

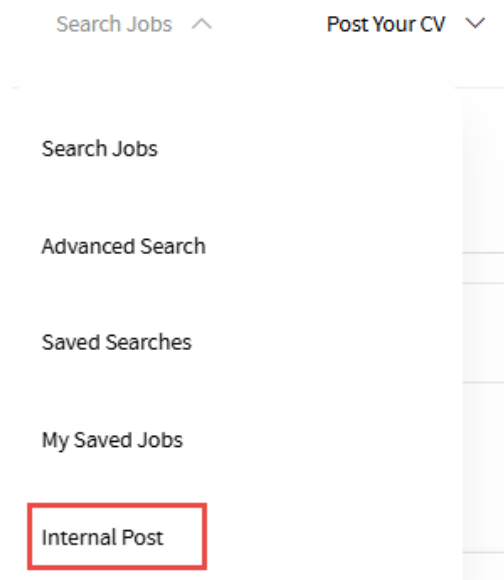
If you are unsure whether your account has already been verified as an Internal MOE Employee account, select:

Search Jobs

If you can see:

Internal Posts

Under the Search Jobs section, this confirms that your account has already been verified as an Internal MOE Employee account.



Scenario 3: Existing Account Not Previously Registered as an Internal MOE Employee



If you have not seen the previous communication regarding the UAE PASS integration and your existing Career Portal profile is registered using a personal email address but you did not previously select that you are an MOE employee, you will need to update your registration.

Verification Check

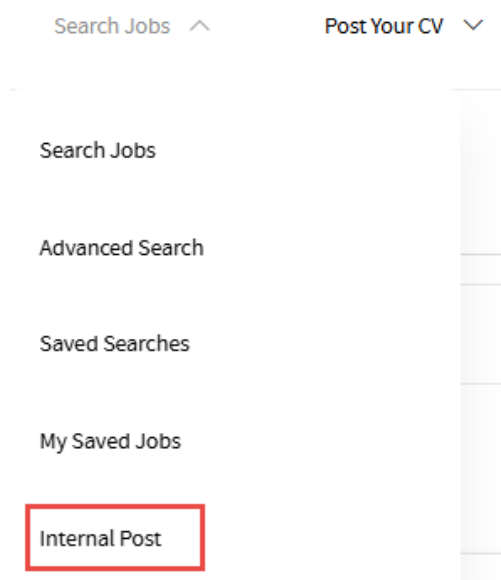
If you are unsure whether your account has already been verified as an Internal MOE Employee account, select:

Search Jobs

If you can see:

Internal Posts

Under the Search Jobs section, this confirms that your account has already been verified as an Internal MOE Employee account.



Steps

1. Login to your existing Career Portal account.
2. Delete your existing account.
3. Re-register using the personal email address linked to your UAE PASS account.
4. Select:



Yes, I am an MOE Employee

Create your profile

Get started by creating a profile to apply for a Job

Are you a Ministry of
Education employee?
(Optional)

☒ Yes
☐ No

MOE email address

Ex: Johndoe@example.com

How did you hear
about us?

Internal Employee

☐ I accept the Terms of Use and Privacy Policy

Create Account

5. Enter your official MOE email address in the second email field displayed for employee verification.

Contact us for Technical Issues:

If you have any enquiries regarding your profile or logging in with UAE Pass, and you have already reviewed the guidance document covering all common scenarios, please contact the relevant recruitment team based on the vacancy you have applied for.

Please ensure you include the following information in your email to help us assist you as quickly as possible:

- Full Name
- Email Address used to register your profile
- CV ID Number
- Emirates ID Number
- Mobile Number

Please contact the relevant recruitment team below:

- Headquarters Recruitment: recruitment.section@moe.gov.ae
- Teacher & School Vacancies – Dubai & Northern Emirates Recruitment: ssa.dxbso@moe.gov.ae
- Teacher & School Vacancies – Abu Dhabi Recruitment: AD.recruitment@moe.gov.ae