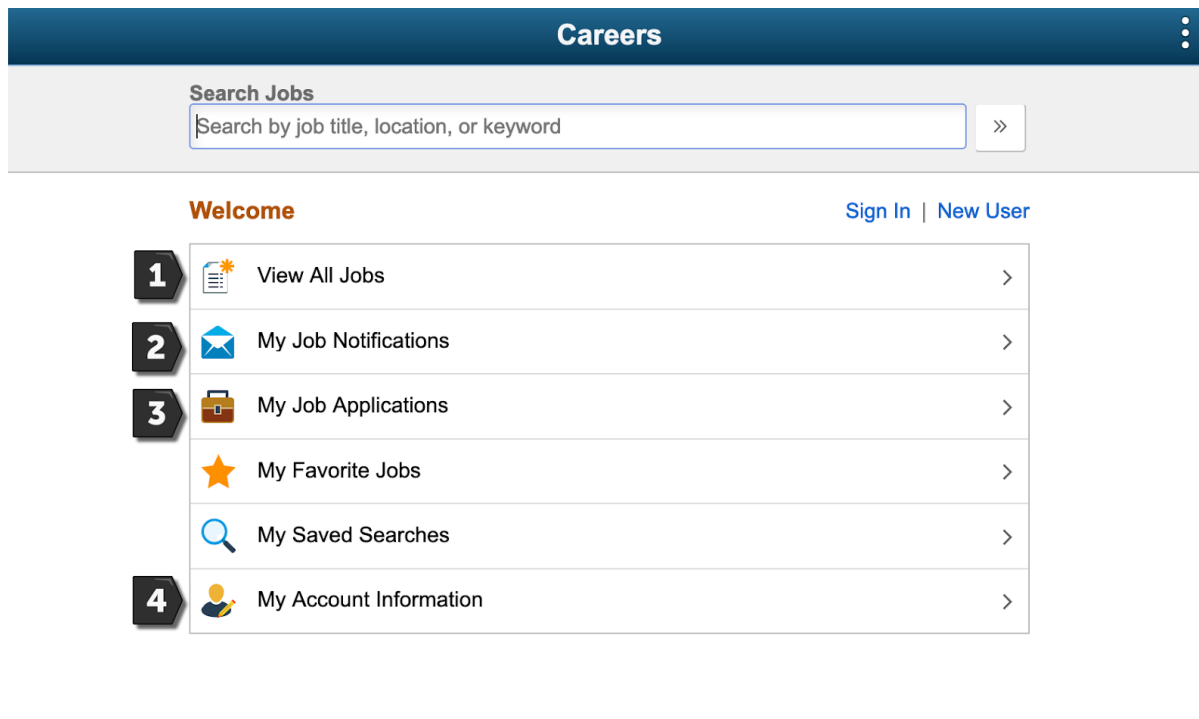


Navigating the Careers Account

Applies to internal and external applicants

Use your applicant account to apply for jobs, accept job offers, review application history and update your personal information



1. View All Jobs

Select an employee group or type of job to quickly display positions of interest.

2. My Job Notifications

Displays notifications of new job offers in the job offers section. Within the menu, click the 'View Offer' link to access your offer details.

3. My Job Applications

Your history of job applications. Additional files can also be uploaded here to your submitted applications.

4. My Account Information

Keep your personal information up-to-date as this information will be used during the recruiting process.