



STATECIVILSERVICE

Important Applicant Information

Do NOT create more than one (1) account.

Do NOT use another person's account to apply for a job.

Resumes will NOT be accepted in lieu of completing all relevant sections of the application.

Applicants can update their applicant information (work experience, education, etc.) by editing their Applicant Profile via the Applicant Portal. The changes made will not be reflected on applications submitted in the past.

To enable us to fully evaluate military experience, please include the rank (e.g., include E, O or W grade) in your description of duties for any military jobs listed in your application. Failure to completely read and follow the instructions given in the Supplemental Information section of the posting for which you are applying, or to fully complete your application, may result in your application being rejected.

If you require an ADA accommodation, please contact the Testing and Recruiting Center by calling (225) 925-1911 or (866) 783-5462 (toll free) during regular business hours for additional assistance.