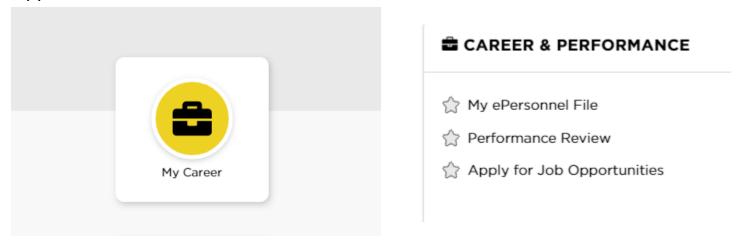
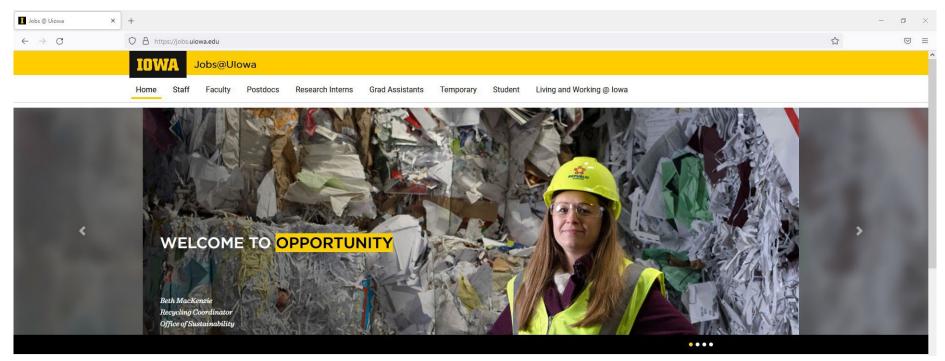
开始

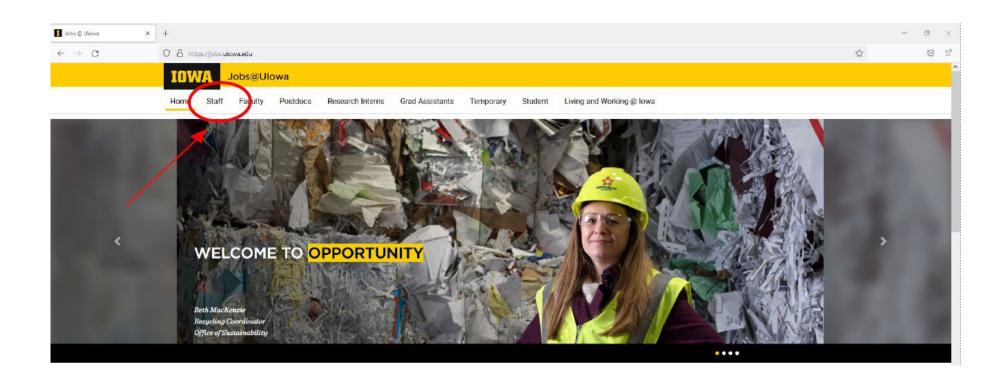
内部求职者 — 前往"自助服务",并在员工自助服务的"My Career"板块选择"Apply for Job Opportunities"(然后跳至本手册第 **16** 页)



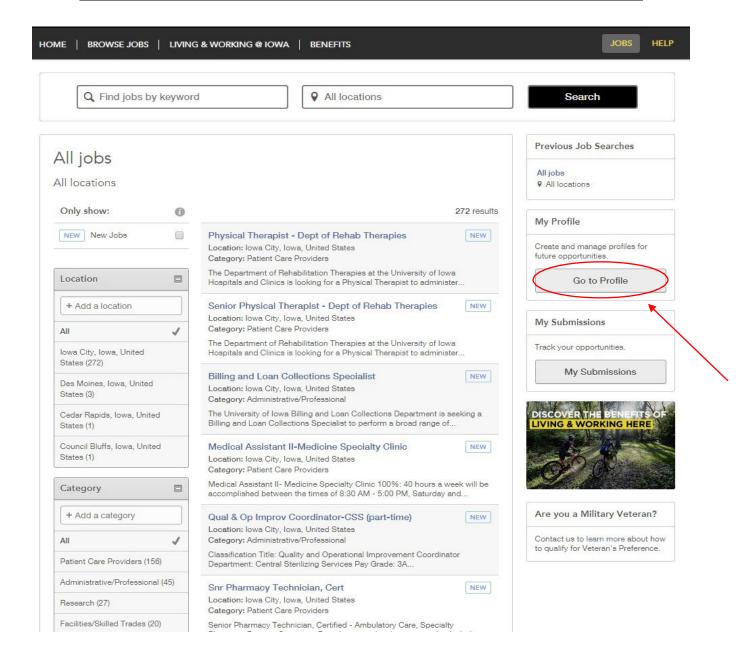
外部求职者 — 前往 jobs.uiowa.edu



单击"Staff",查看空缺职位



登录帐户或单击"前往个人档案"Go to Profile"



隐私协议

Privacy Agreement

The University of Iowa is committed to maintaining the privacy of personal information that you provide to us when using jobs.uiowa.edu or uiowa.taleo.net. This Privacy Policy describes how we treat personal information received about you when you visit jobs.uiowa.edu or uiowa.taleo.net.

Links to Other Websites

l Accept

登录

使用当前用户名登录或注册为新用户

(如果您已有个人档案,请跳至第 16 页获取进一步帮助)

Login

To access your account, please identify yourself by providing the information requested in the fields below, then click "Login".

New User? If you are not registered yet, click "New user" and follow the instructions to create an account. This site is for **Staff positions** only, if you are looking for Faculty opportunities visit our Faculty site to register.

Current Regular Employee? If you are a current regular employee looking for a Staff positions, please visit Employee Self-Service "Apply for Job Opportunities" to view all of the postings available to Internal staff.

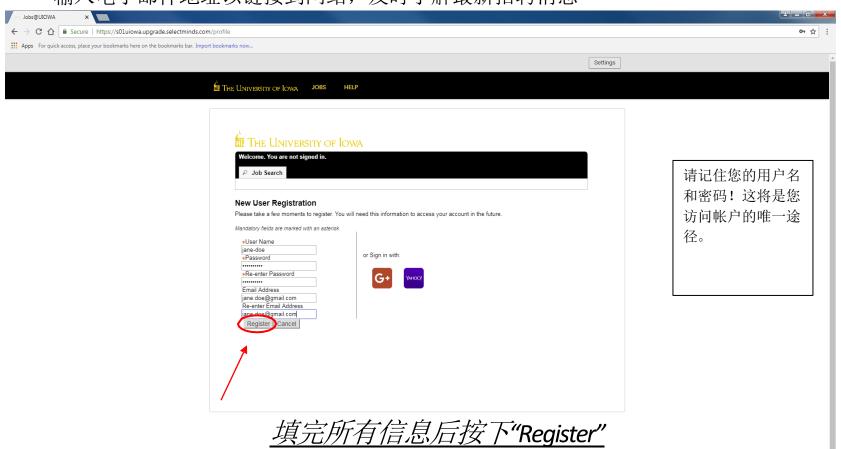
Mandatory fields are marked with an asterisk.

*User Name		or Sign in with:
User Name		C YAHOO!
*Password		
Forgot your u	ser name?	
Forgot your p	assword?	
	Login	
	New User	

新用户注册

步骤:

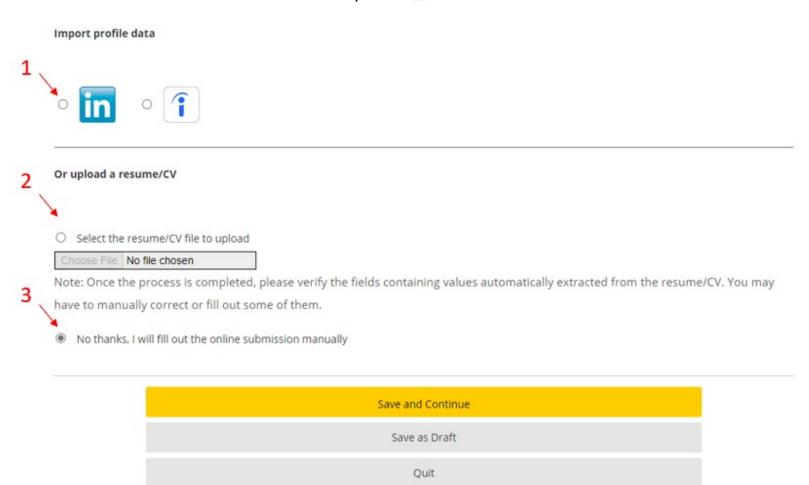
- 设置用户名
- 设置密码,至少 9个字符:必须至少包含 1个字母、1个数字和 1个特殊字符(例如 \$、!、@、#、*和+),且不能连续包含超过 2个相同字符(例如 AAA、bbbb 和 \$\$\$)
- 输入电子邮件地址以链接到网站,及时了解最新招聘消息



上传简历

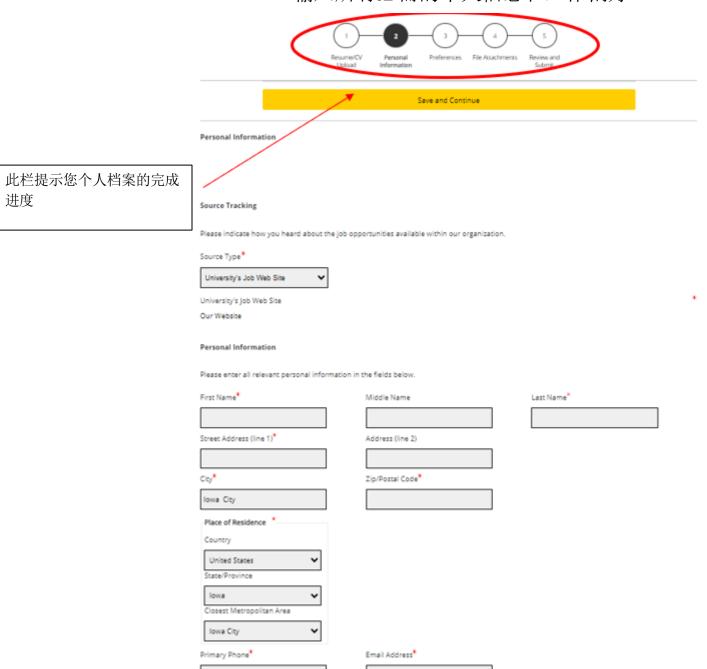
您可通过多种方式导入工作经历:

- 1) 关联您的 LinkedIn 或 Indeed 个人档案
 - 2) 上传简历
 - 3) 手动输入工作经历



个人信息

输入所有必需的个人信息和工作偏好



进度

继续填写个人信息...

选择偏好班次、工作级别、工作类型等。

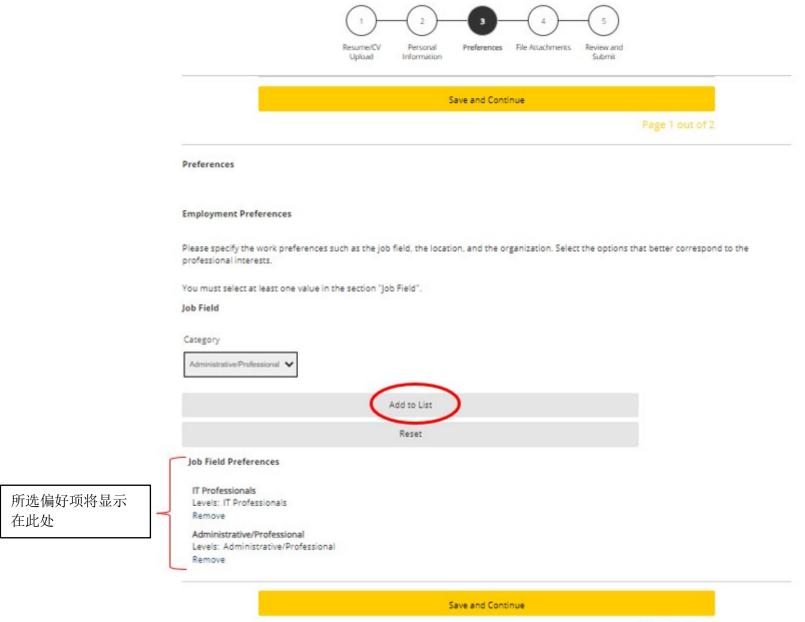
Basic Profile Information

Not Specified

Indicate the employment preferences, conditions and interests in the fields below. Employee Status Job Type Regular Regular Standard Shift Schedule ☐ Day Job ☑ Full-time ☐ Evening Job ☐ Part-time ☐ Night Job On Call ☐ Variable Flex Time □ Weekend ☐ Rotating Job Level □ Entry Level ☐ Individual Contributor ☑ Team Leader Manager Manager ☐ Director ☐ Executive Manager with Direct Reports ☐ Manager without Direct Reports ☐ Senior Executive Advance Notice Date of Availability Not Specified Month 🗸 Day 🗸 Year 🗸 Minimum Annual Salary Currency US Dollar (USD) Travel (Up to...)

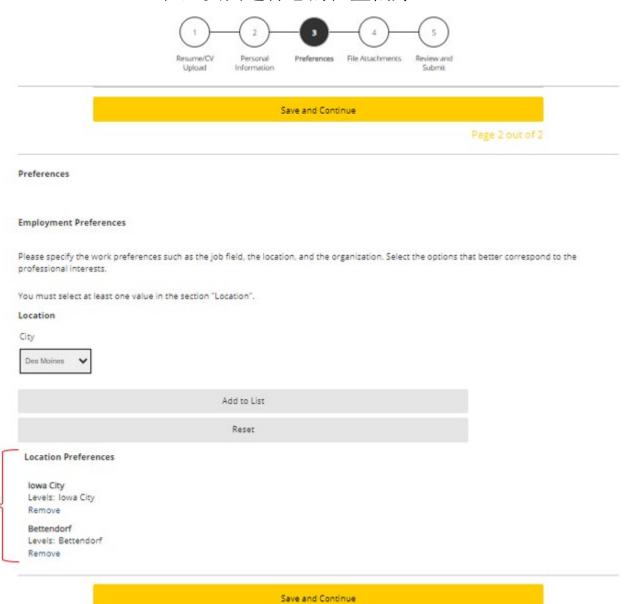
偏好

根据需要选择任意数量的偏好项。找到相应职业字段,然后按下"Add to List"



继续选择偏好项...

在此页面选择您的位置偏好



所选偏好项将显示

在此处

Page 2 out of 2

文件附件

将任何其他附件添加到您的职位档案

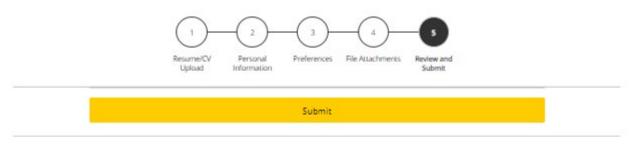
如果您没有任何附件,请按下"Save and Continue"

	如未必。	汉 作	1生1円円	引件, 頃按下 Save and Continue	
		Resurre/C Upload		al Preferences site Attachments Review and	
Save and Continue					
File Attachm	ents				
Attachment	3				
	th files to the candidate le with exactly the same			resume/CV, references, transcripts, etc.). Once a file is attached, you can overwrite it by	
Select the file	to attach				
Choose File	No file chosen				
Comments al	bout the file				
	kttach				
	fisplays basic information to candidate record.	on regardin	ng the files		
Resume/CV. 1	te which of the attached To delete, please email a pport@uiowa.edu.				
Resume/CV	File Name	Date	Comments		
	Test Resume.docx	5/7/24			

Test Cover Letter.docx 5/7/24

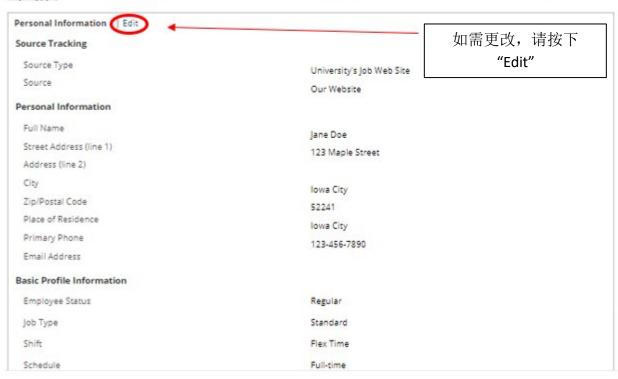
审查并提交

请务必审查个人档案的所有信息再提交



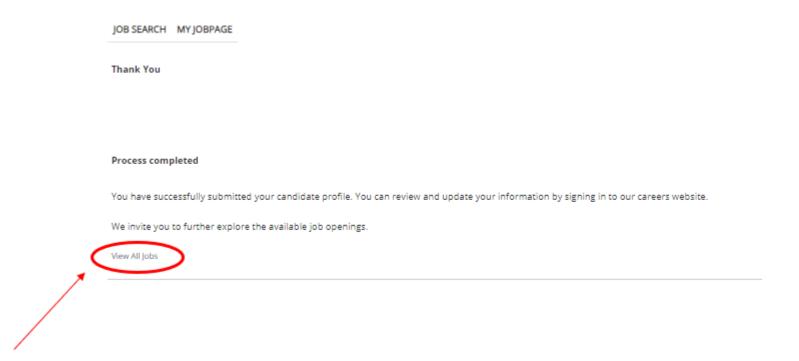
Review and Submit

The following information will be submitted after you click the Submit button. Where an Edit link is displayed, you can modify the corresponding information.



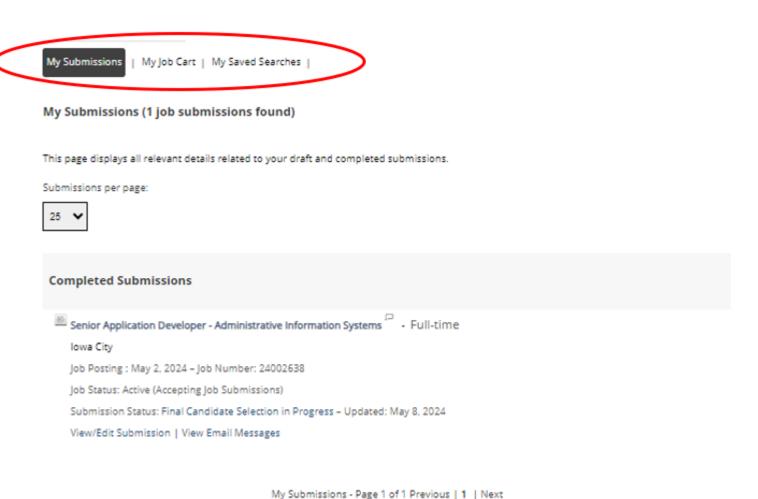
谢谢您

您的个人档案已创建,则可选择"View All Jobs"开始搜索爱荷华大学空缺职位



我的职位页面

您可在此页面看到您申请的职位("My Submissions"), JobCart 和收藏职位



申请职位

申请职位

找到要申请的职位后,选择"Apply for Job"

Senior Application Developer - Administrative Information Systems



Login

To access your account, please identify yourself by providing the information requested in the fields below, then click "Login".

New User? If you are not registered yet, click "New user" and follow the instructions to create an account. This site is for Staff positions only, if you are looking for Faculty opportunities visit our Faculty site to register.

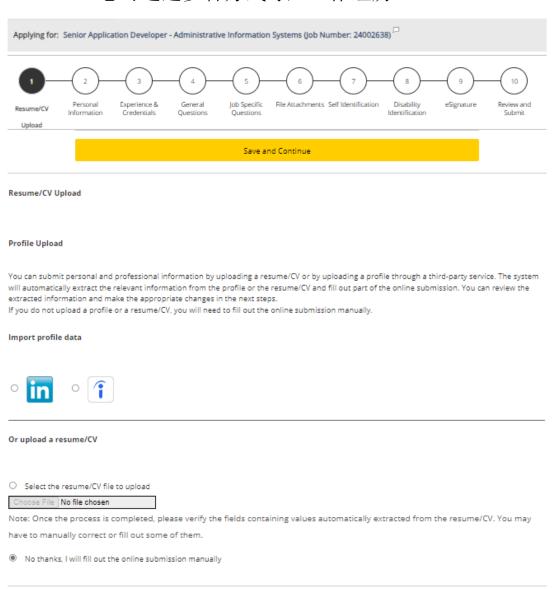
Current Regular Employee? If you are a current regular employee looking for a Staff positions, please visit Employee Self-Service "Apply for Job Opportunities" to view all of the postings available to Internal staff.

Mandatory fields are marked with an asterisk.



上传简历

您可通过多种方式导入工作经历:



个人信息

系统会自动从您的一般个人档案中提取一些信息。

仔细检查所有信息是否填写正确,并填写任何缺失的信息。

Donarro/CV Personal Experience & Credentals	4 5 6 General Job Specific Guestions Questions	7 B Disability tdentification	0 10 eSignature Review and Submit
	Save and Continu	ie	
Personal Information			
Source Tracking			
Please indicate how you heard about this job.			
Source Type * University's Job Web Site			
University's Job Web Site Our Website			1
Personal Information Please enter all relevant personal information in	n the fields below.		
First Name ^{II}	Middle Name	Last Name"	
lane		Doe	
Street Address (line 1) ⁴⁴ 123 Maple Street	Address (line 2)		
City ^{II}	Zip/Postal Code ¹		
Iowa City	52241		
Place of Residence *			
Country United States State/Province			
Iowa Closest Metropolitan Area			
Iowa City			
Primary Phone* 123-456-7890	Email Address*		

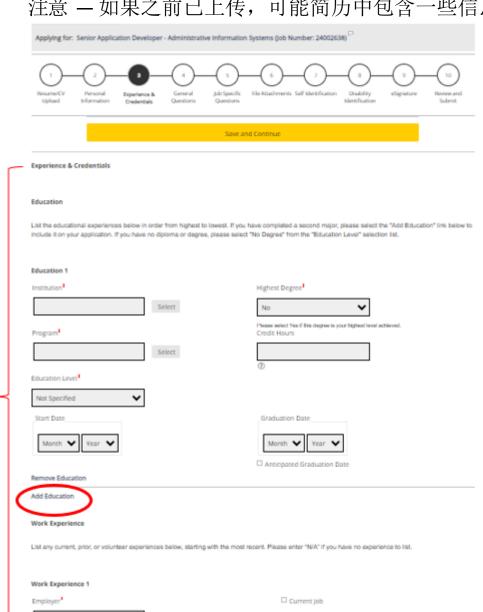
The University of Iowa provides preference to qualified veterans as required by Lowa Code Chapter 35C. To request Veterans' Preference, please visit https://hr.uiowa.edu.iveterans-preference for further information.

Laid Off/Reduction In Force
Veterans Preference

经历和证书

输入所有经历和证书。

注意 - 如果之前已上传,可能简历中包含一些信息



Select

选择"Add Education"或"Add

Work Experience",添加更多

教育背景或工作经历

20

一般问题

回答以下问题

Applying for: Senior Application Developer - Administrative Information Systems (Job Number: 24002638) Personal Experience & Job Specific File Attachments Self Identification Disability Review and Resume/CV General eSignature Identification Upload Information Credentials Questions Questions Submit Save and Continue **General Questions** Questionnaire To help us better know you and further assess your qualifications for this position, please answer the following questions as accurately as possible. 1. Are you 18 or older?* Yes O No 2. Are you currently employed or have you been previously employed at The University of Iowa, other Regents Institutions or any other state of lowa agencies? O Yes No 3. Are you currently enrolled anywhere as a student?* O Yes No 4. Are you legally authorized to work in the U.S. and at The University of Iowa?* Yes O No 5. Have you filed a registration statement pursuant to the federal Foreign Agents Registration Act of 1938, as amended, 22 U.S.C. 611 et seq.? Note: Any applicant must disclose registration in accordance with state law (lowa Code 8A.403-404). This does not apply to applicants for merit system positions. ® No O Not Applicable (I am applying for a position covered by the Merit system.)

具体职位问题*

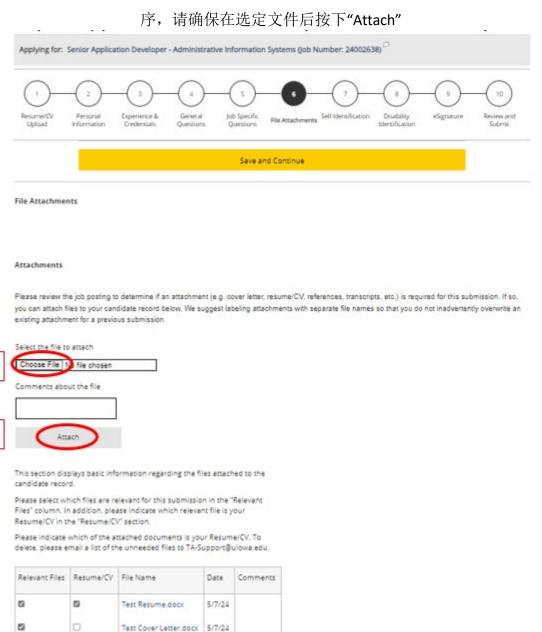
在本部分中,请回答任何有关具体职位的问题。问题的内容可能因职位而异

Quit Specific Questions						
b Specific Questions	Save as Draft					
	Quit					
	Job Specific Questions 1. What are your salary/compensation expectations for this position?					

^{*}注意 - 并非所有职位都会出现这一条

文件附件

选择"Choose File",在此处添加其他文件(简历、求职信和推荐人等)作为附件。要将其附加到您的应用程



自我鉴定和伤残鉴定

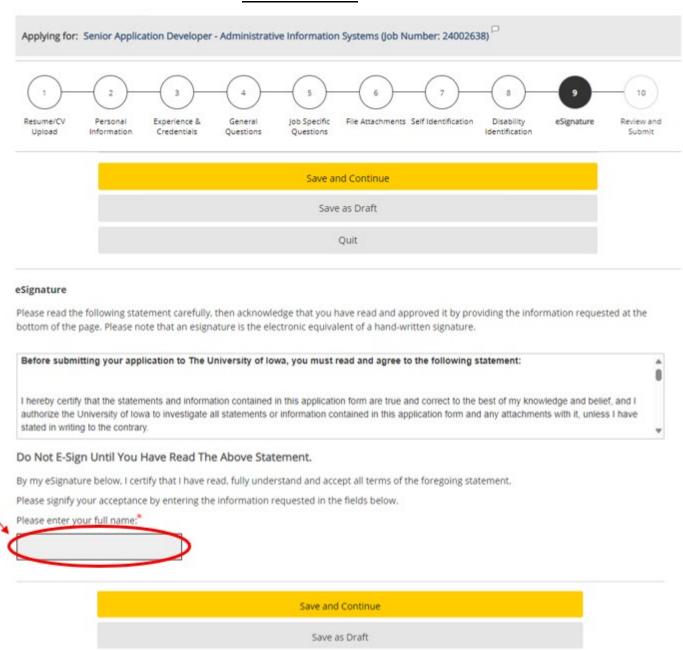
此信息为自愿填写,即使选择不填写,也不会受到不利对待。

Applying for: Senior Application Developer - Administrative Information Systems (Job Number: 24002638)	
Resume/CV Personal Experience & General Upload Information Credentials Questions Pile Attachments Self Identification Disability eSignature Review and Submit	Voluntary Self-Identification of Disability Form CC-305 OMB Control Number 1250-0005 Page 1 of 1 Expires 04/30/2026 *Name: Ellie Sharp *Date: 5/7/20
Save and Continue	Why are you being asked to complete this form?
Self Identification Diversity	Whe are a federal contractor or subcontractor. The law requires us to provide equal employment opportunity to qualified people with disabilities. We have a goal of having at least 7% of our workers as people with disabilities. The law says we must measure our progress towards this goal. To do this, we must ask applicants and employees if they have a disability or have ever had one. People can become disabled, so we need to ask this question at least every five years. Completing this form is voluntary, and we hope that you will choose to do so. Your answer is confidential. No one who makes hiring decisions will see it. Your decision to complete the form and your answer will not harm you in any way. If you want to learn more about the law or this form, visit the U.S. Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) website at www.dol.gov/ofccp .
Please provide the information requested in the fields below regarding diversity.	How do you know if you have a disability?
The University of Iowa is a federal contractor. To meet federal reporting obligations, we request information from job applicants about their race, ethnicity, sex, disability status, and veteran status. Providing this information is voluntary; if you do not provide it, you will not be subject to any adverse treatment. The information will be used in accordance with federal and state laws, regulations, and executive orders. Required annual reports of applicants to the federal government for civil rights enforcement purposes will be done in the aggregate only; individuals will not be identified. 1. Sex: Female Male I do not wish to answer 2. Age: Are you age 40 or older? Yes No	A disability is a condition that substantially limits one or more of your "major life activities." If you have or have ever had such a condition, you are a person with a disability. Disabilities include, but are not limited to: Alcohol or other substance use disorder (not currently using drugs illegally) Autoimmune disorder, for example, lupus, fibromyalgia, rheumatoid arthritis, HIV/AIDS Billind or low vision Cancer (past or present) Cardiovascular or heart disease Celias disease Cerebral palsy Diabetes Alcoholly, sutism Cardiovascular or heart disease Cerebral palsy Mental health conditions, for example, depression, bipolar disorder, schizophrenia, PTSD Missing limbs or partially missing limbs Mobility impairment, benefiting from the use of a wheelchair, soooter, walker, leg brace(s) and/or other supports Alcohol or other substance use disabilities include, but are not limited to: Nervous system condition, for example, disfigurement caused by burns, wounds, accidents, or congenital disorders Epilepsy or other seizure disorders, for example, Crohn's Disease, irritable bowel syndrome Intellectual or developmental disabilities Mental health conditions, for example, disabilities Partial or complete paralysis (any cause) Pulmonary or respiratory conditions, for example, tuberculosis, asthma, emphysema Short stature (dwarfism) Traumatic brain injury
I do not wish to answer	Please check one of the boxes below:
3. Hispanic or Latino Ethnicity (select one response): Hispanic or Latino - Persons of Cuban, Mexican, Puerto Rican, Central or South American, or other Spanish culture or origin, regardless of race Not Hispanic or Latino I do not wish to answer	 Yes, I have a disability, or have had one in the past No, I do not have a disability and have not had one in the past I do not want to answer PUBLIC BURDEN STATEMENT: According to the Paperwork Reduction Act of 1995 no persons are required to respond to a collection of information unless such collection displays a valid CMB control number. This survey should take about 5 minutes to complete.
4. Race (select one or more):	
A mare (select one or more). American Indian or Alaska Native: Persons having origins in any of the original peoples of North and South America (including Central America) and who maintain tribal affiliation or community attachment.	

Asian: Persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example,

Save and Continue

电子签名



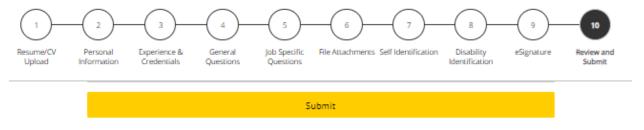
Quit

在此处为您的申

请签字

审查并提交

请务必审查个人档案的所有信息再提交。按下"提交"后,即成功申请该职位。



Review and Submit

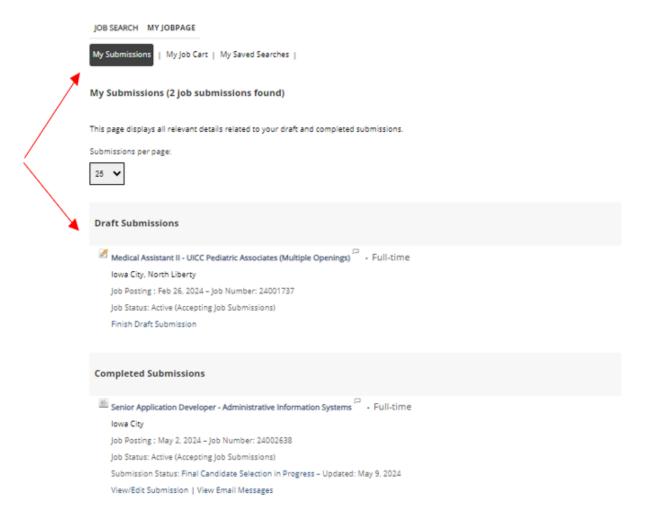
The following information will be submitted after you click the Submit button. Where an Edit link is displayed, you can modify the corresponding information.

Personal Information Edit	
Source Tracking	
Source Type	University's Job Web Site
Source	Our Website
Personal Information	
Full Name	Jane Doe
Street Address (line 1)	123 Maple Street
Address (line 2)	
City	Iowa City
Zip/Postal Code	52241
Place of Residence	lowa City
Primary Phone	123-456-7890
Email Address	
Laid Off/Reduction In Force Veterans Preference	
eSignature	
eSignature	
Esigned by:	
Date:	
Date.	

我的职位页面

您可在您的职位页面下查看任何已完成或草稿状态的已提交职位。

You can view any completed or draft submissions under your Jobpage.



要继续申请其他空缺职位,请单击"Job Search",然后您将返回至空缺职位。