

Nebraska State Government has launched a new web-based job application process.

The new process will provide:

- The ability to save, print and edit application information
- Job Interest cards that allow applicants to be notified when positions become available
- Provide job status updates and increased communication with applicants

Effective July 1, 2010, the Nebraska Department of Roads will no longer be posting vacant positions via this website.

All Department of Roads positions will be posted on the State Personnel-Talent Edge website at www.statejobs.nebraska.gov

IMPORTANT INFORMATION ABOUT YOUR APPLICATION

- The General Public may only apply for EXTERNAL job openings.
- Current NDOR employees may apply for INTERNAL and EXTERNAL job openings. Only permanent current NDOR employees are eligible to apply for INTERNAL openings.
- Current NDOR temporary employees may apply for EXTERNAL positions only.
- It is the Applicant's responsibility to ensure their application is complete and contains detailed information related to specific education/experience required for the vacancy applied for and is received on or before the closing date.
- Applicants can apply for current vacancies only and MUST select the position(s) for which they are applying.
- Applications will remain on file indefinitely and can be edited by the Applicant without having to re-submit the entire application. NOTE: Applicants will be allowed to apply for a single vacancy one time only. Once the application is submitted for a particular job, updated applications will not be accepted unless the position is re-advertised. Please review your application to make sure information is complete and accurate before submitting.
- Applications are screened based on the information provided as it relates to the essential functions and requirements listed in the advertisement. After screening, successful applicants are scheduled for an interview.
- No additional information will be accepted after the closing date.
- Verification of credentials, including transcripts, may be required during the selection process.
- Applicants who need an ADA accommodation in the selection process should request this in advance.

To complete an on-line application, select the **"APPLY HERE NOW"** link attached to the NDOR webpage or visit www.statejobs.nebraska.gov.

NOTE: APPLICATIONS MUST BE SUBMITTED ON-LINE. Paper applications will no longer be accepted.

THE NEBRASKA DEPARTMENT OF ROADS IS AN EQUAL OPPORTUNITY EMPLOYER

Questions??

**Call (402) 479-4574
8am-5pm M-F
Or e-mail us!**

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