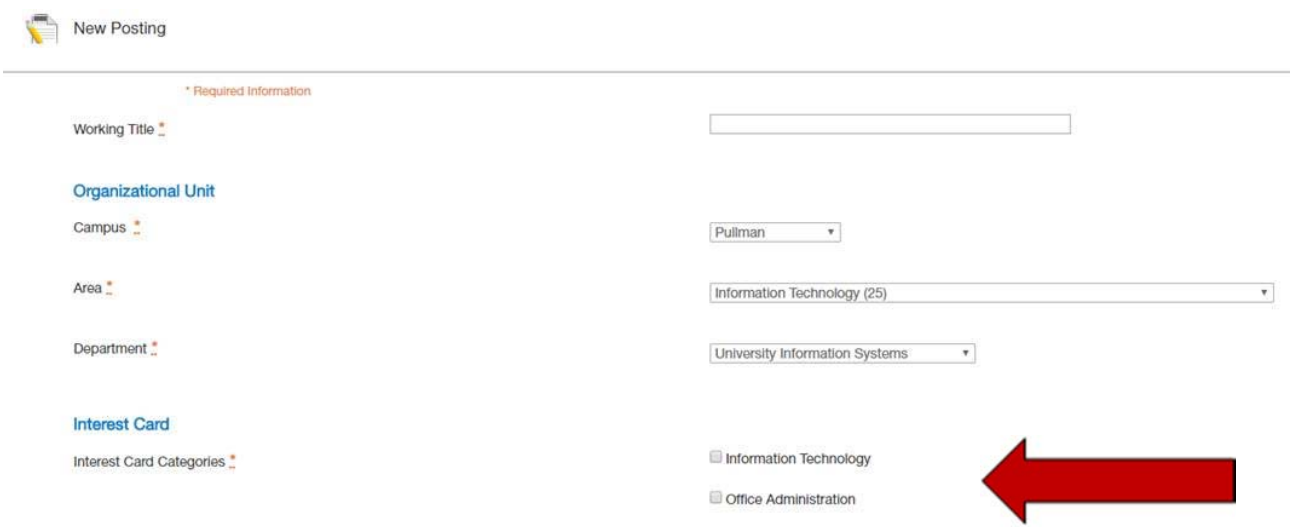
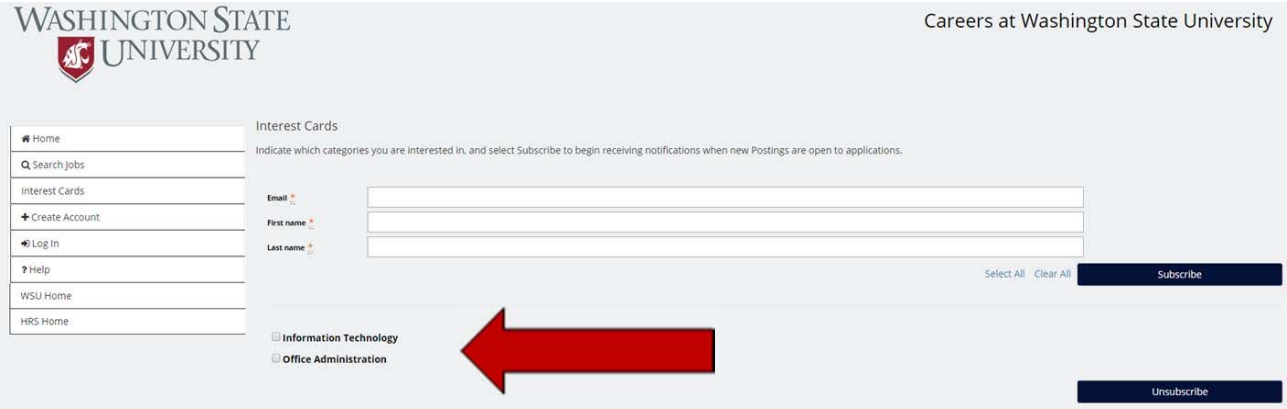
Job Interest Cards

Applicants are able to sign up for notifications on positions they are interested in by using Job Interest Cards.

Internally, the process begins when starting a new posting. The Hiring Manager has the ability to select an Interest Card Category. More than one category can also be checked. Personnel Admin, Appointing Authorities, and HR can also select and edit selections.



The applicant can sign up for the categories they are interested in. When a new position is posted within the categories they signed up for, the applicant receives a notification.



The list of categories is as follows:

- Administration and Admin Support
- Coaches
- Computer Specialists and Information Technology
- Construction
- Custodial Services
- Engineers and Architects
- Extension Specialists
- Faculty - Instructional
- Faculty – Research
- Farm Ground Workers and Grounds Maintenance
- Financial Records Assistants
- Financial Specialists
- Food Services
- Librarians and Library Workers
- Mechanics and Repairers / Facilities Maintenance
- Operators
- Other Crafts
- Other Professional, non-Faculty
- Other Service and Maintenance Workers
- Other Technicians
- Police Security
- Public Communication/Relations
- Research Technicians
- Science and Health
- Student Affairs