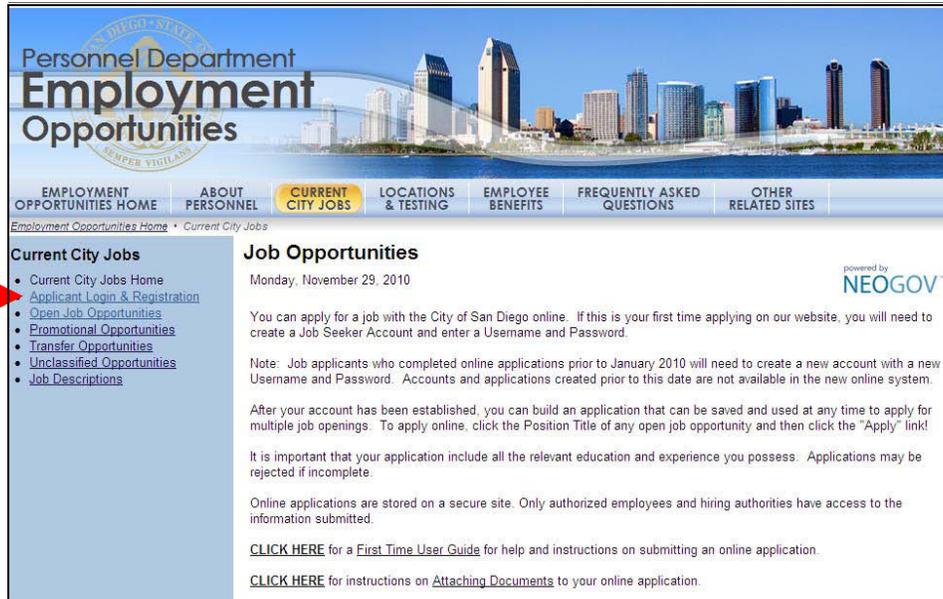


Attaching Documents to Your Application

You are allowed to attach any of the following file types: **.bmp, .doc, .docx, .gif, .jpe, .jpeg, .jpg, .pdf, .potx, .ppt, .pptx, .txt, .xls, and .xlsx**

Log in to: <http://www.sandiego.gov/empopp>.



Personnel Department
Employment Opportunities

EMPLOYMENT OPPORTUNITIES HOME ABOUT PERSONNEL **CURRENT CITY JOBS** LOCATIONS & TESTING EMPLOYEE BENEFITS FREQUENTLY ASKED QUESTIONS OTHER RELATED SITES

Employment Opportunities Home • Current City Jobs

Current City Jobs

- Current City Jobs Home
- [Applicant Login & Registration](#)
- [Open Job Opportunities](#)
- [Promotional Opportunities](#)
- [Transfer Opportunities](#)
- [Unclassified Opportunities](#)
- [Job Descriptions](#)

Job Opportunities

Monday, November 29, 2010

powered by **NEOGOV**

You can apply for a job with the City of San Diego online. If this is your first time applying on our website, you will need to create a Job Seeker Account and enter a Username and Password.

Note: Job applicants who completed online applications prior to January 2010 will need to create a new account with a new Username and Password. Accounts and applications created prior to this date are not available in the new online system.

After your account has been established, you can build an application that can be saved and used at any time to apply for multiple job openings. To apply online, click the Position Title of any open job opportunity and then click the "Apply" link!

It is important that your application include all the relevant education and experience you possess. Applications may be rejected if incomplete.

Online applications are stored on a secure site. Only authorized employees and hiring authorities have access to the information submitted.

[CLICK HERE](#) for a [First Time User Guide](#) for help and instructions on submitting an online application.

[CLICK HERE](#) for instructions on [Attaching Documents](#) to your online application.

- Click on 'Applicant Login & Registration'



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Login

Are you registered?

To apply online for a position, please [create an account](#) (registration is free). If you have already created your GovernmentJobs.com personal account, please login below.

[Online Employment Application Guide](#)

Username:
Password:

[Forgot My Username and/or Password](#)

Not Registered Yet? [Create Your Account Here!](#)

To access the personalization features of GovernmentJobs.com you must first be a registered user. Registration is completely free and takes only a few seconds. We don't share your information with anyone and we're not going to send you an unsolicited e-mail. For more information about privacy at GovernmentJobs.com, please read our [Privacy Policy](#).

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- Login using your applicant username and password that you created previously.

Note: If you have previously created an applicant account, login using the previously created username and password. **You will not be able to create another account using the same e-mail address.**

Personnel Department
Employment Opportunities

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Employment Application
Welcome, Summer Canfield

Help | Logout

Main Menu | Application Status | My Account

To apply for the position of [Monster Island Keeper](#) click here.

Create Application

Applications You've Created:

Name	Date Created	Modify
Business Application	Nov 16, 2010	Edit Delete

Tip: You do **NOT** need to recreate a new application every time you're applying for a position.

- Click on the 'Edit' link next to the application you want to attach documents to.

Current City Jobs

- Current City Jobs Home
- Applicant Login & Registration
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- Transfer Opportunities
- Unclassified Opportunities
- Job Descriptions

Employment Application
Welcome, Summer Canfield

Help | Logout

Main Menu | Application Status | My Account

Job Application >> Review

* Required Field

Contact Information [Edit Contact Information](#)

Name: Summer Canfield Address: 12 Main Street
San Diego, California 92101
Email: scanfield@gmail.com
Home Phone: Notification Preference: Email
Alternate Phone:

Personal Information [Edit Personal Information](#)

Driver's License: Yes, California
Can you, after employment, submit proof of your legal right to work in the United States? Yes
What is your highest level of education? Master's Degree

Preferences [Edit Preferences](#)

Preferred Salary:
Are you willing to relocate?
Types of positions you will accept:
Types of work you will accept:
Types of shifts you will accept:

Objective

Education [Add Education](#)

Graduate School [Edit](#) | [Delete](#)

College
[Unspecified Start] - [Unspecified End]
San Diego, California
Did you graduate: Yes
College Major/Minor:
Units Completed: Quarter
Degree Received: Master's

Work Experience [Add Work Experience](#)

Position [Edit](#) | [Delete](#)

7/2010 - Present
Hours worked per week: 40
Monthly Salary: \$0.00
May we contact this employer? No
Company
San Diego, California

Duties

Certificates and Licenses [Add Certificates or Licenses](#)

Skills [Add Skills](#)

Office Skills
Typing: 0
Data Entry: 0

Additional Information [Add Additional Information](#)

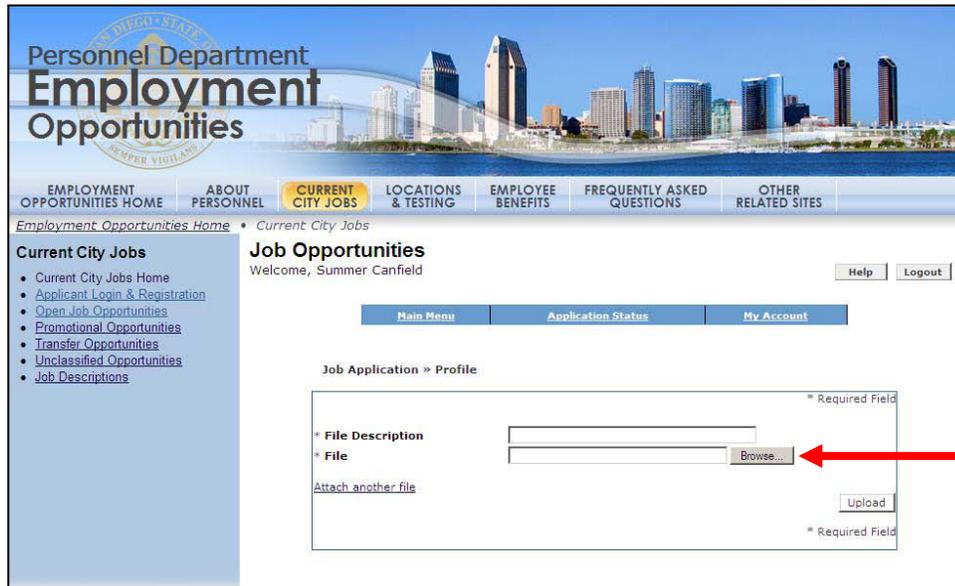
References [Add Reference](#)

Resume [Edit Resume](#)

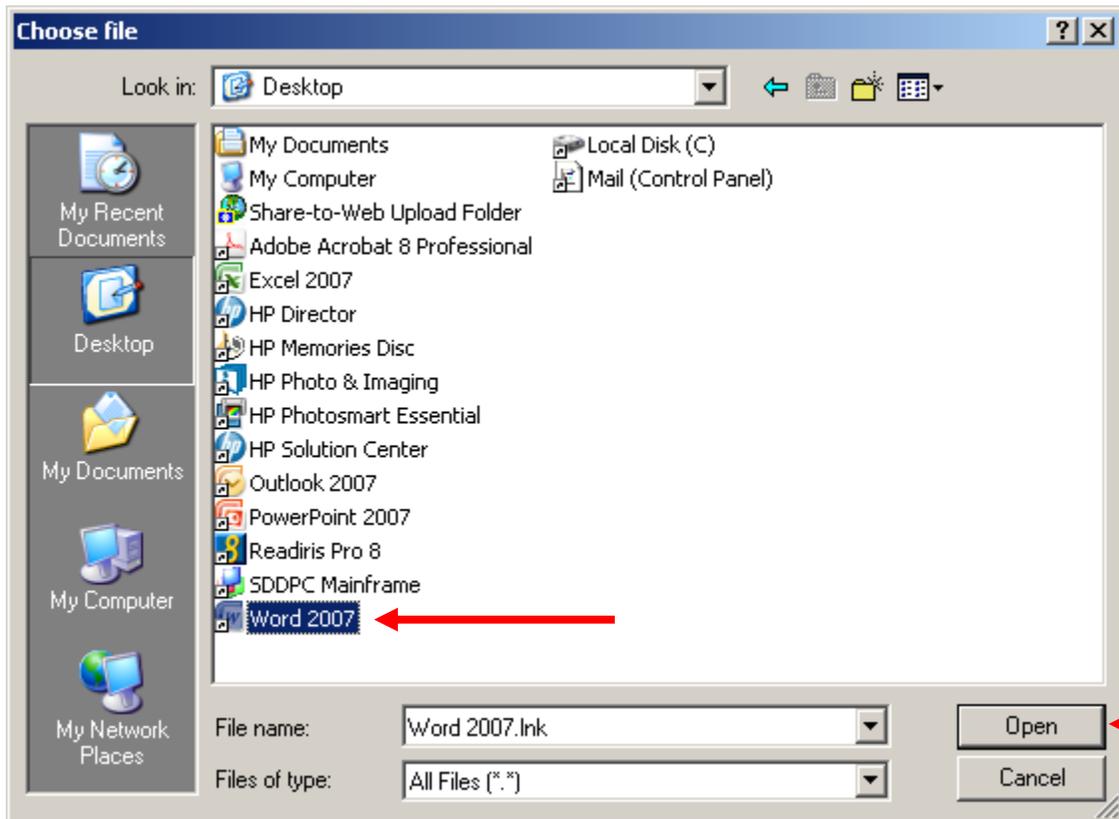
Text Resume Attachments [Add Attachment\(s\)](#)

* Required Field

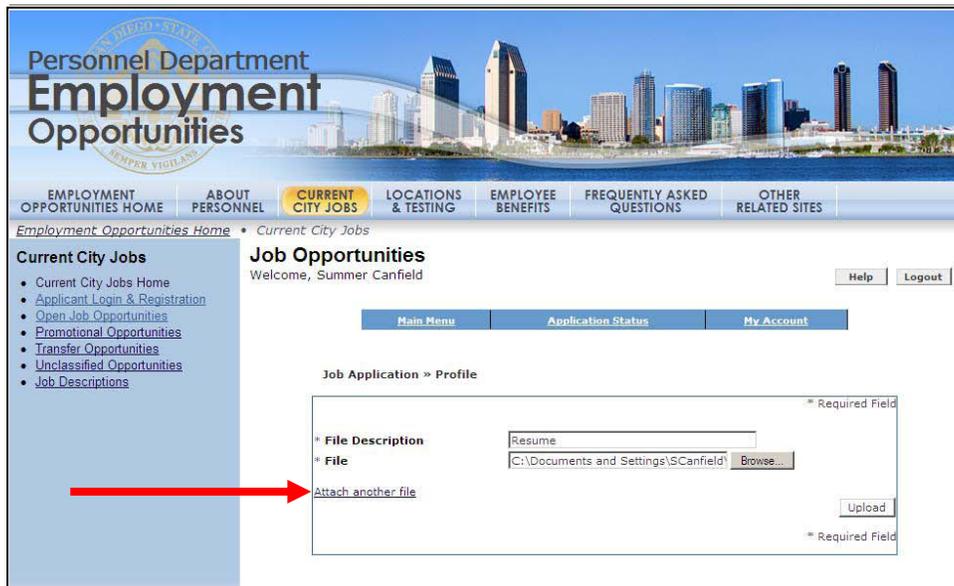
- Click on the 'Add Attachment(s)' link



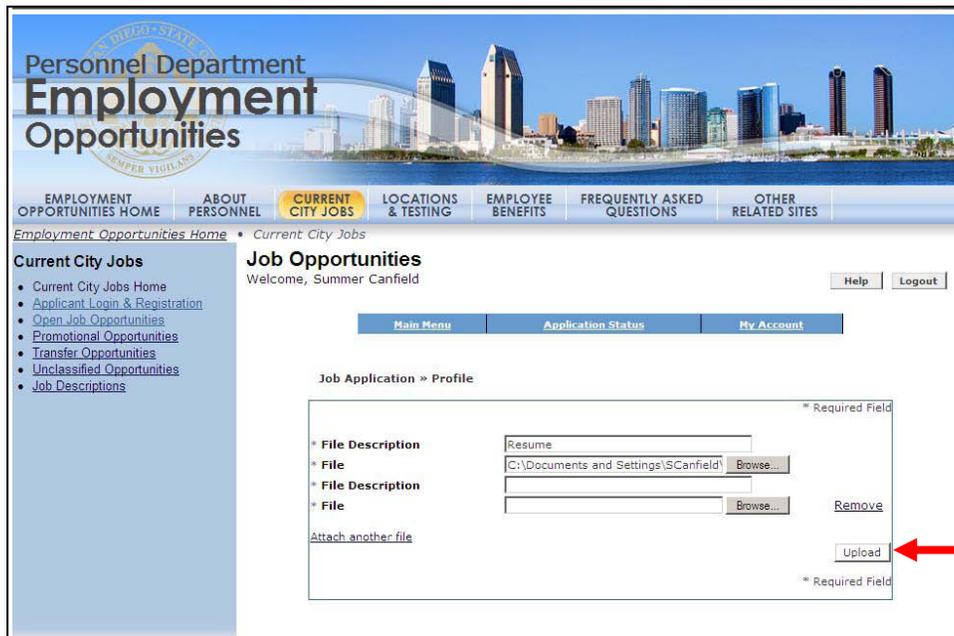
- **File Description:** Enter a name for the attachment
- **File:** Click on the 'Browse' button to locate your attachment



- Select your attachment and click on the 'Open' button



- If you more than one attachment click on the 'Attach another file' link



- This will bring up additional fields so you can add more than one document
- Once all documents have been added click on the 'Upload' button

Education		Add Education
Graduate School	Did you graduate: Yes	Edit Delete
College	College Major/Minor:	
(Unspecified Start) - (Unspecified End)	Units Completed: Quarter	
San Diego, California	Degree Received: Master's	
Work Experience		Add Work Experience
Position	Hours worked per week: 40	Edit Delete
7/2010 - Present	Monthly Salary: \$0.00	
	May we contact this employer? No	
Company		
San Diego, California		
Duties		
Duties		
Certificates and Licenses		Add Certificates or Licenses
Skills		Add Skills
Office Skills		Edit
Typing: 0		
Data Entry: 0		
Additional Information		Add Additional Information
References		Add Reference
Resume		Edit Resume
Text Resume		
Attachments		Add Attachment(s)
Attachment	File Name	Action
Resume	Chart	Edit Delete
* Required Field		

- Under the Attachments section of your application you will see the added documents
- At this point you can edit or delete the attachments by clicking on the corresponding links next to the document name