

How to print your application from your

NEW

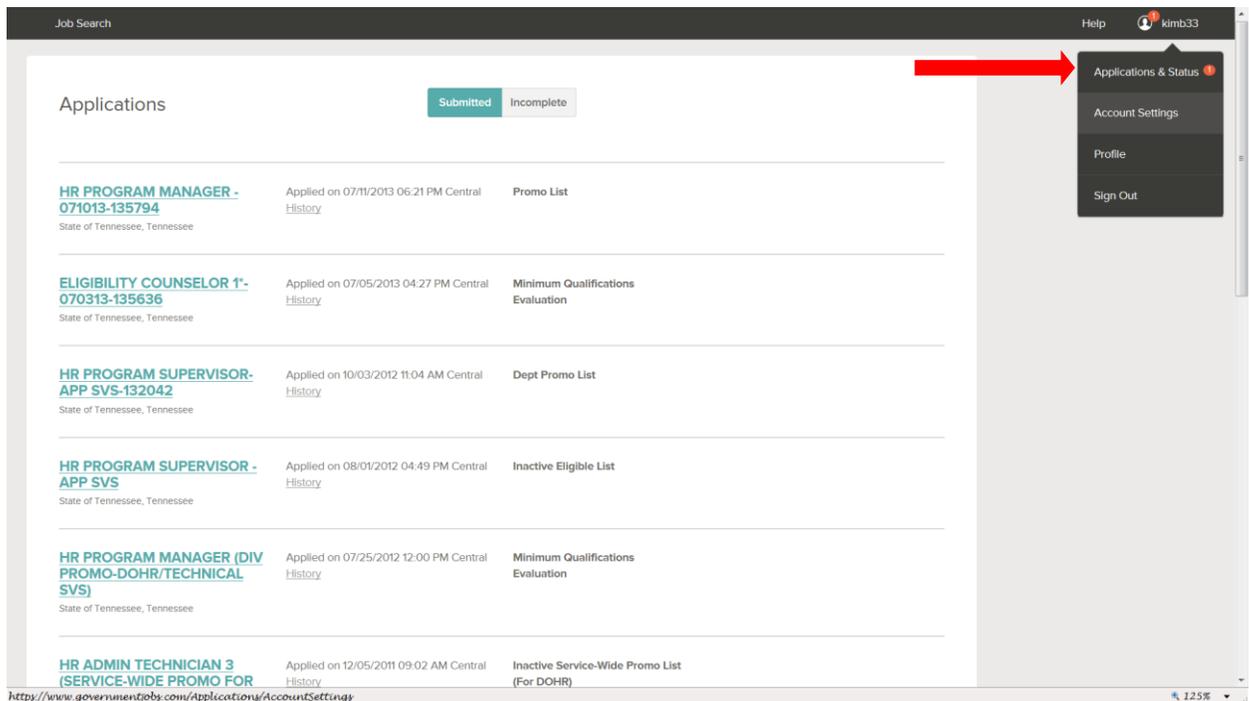
NeoGov Profile

Sign in to your account.

- To do so click on any position and once the job summary page loads click on the apply button on the right hand side.
- Enter your log in information.

Go to your account name drop down link.

- The account name drop down link can be found in the upper right hand of the page.
- When the drop down appears click on Applications & Status link.
- The page will load with all finished and unfinished applications.

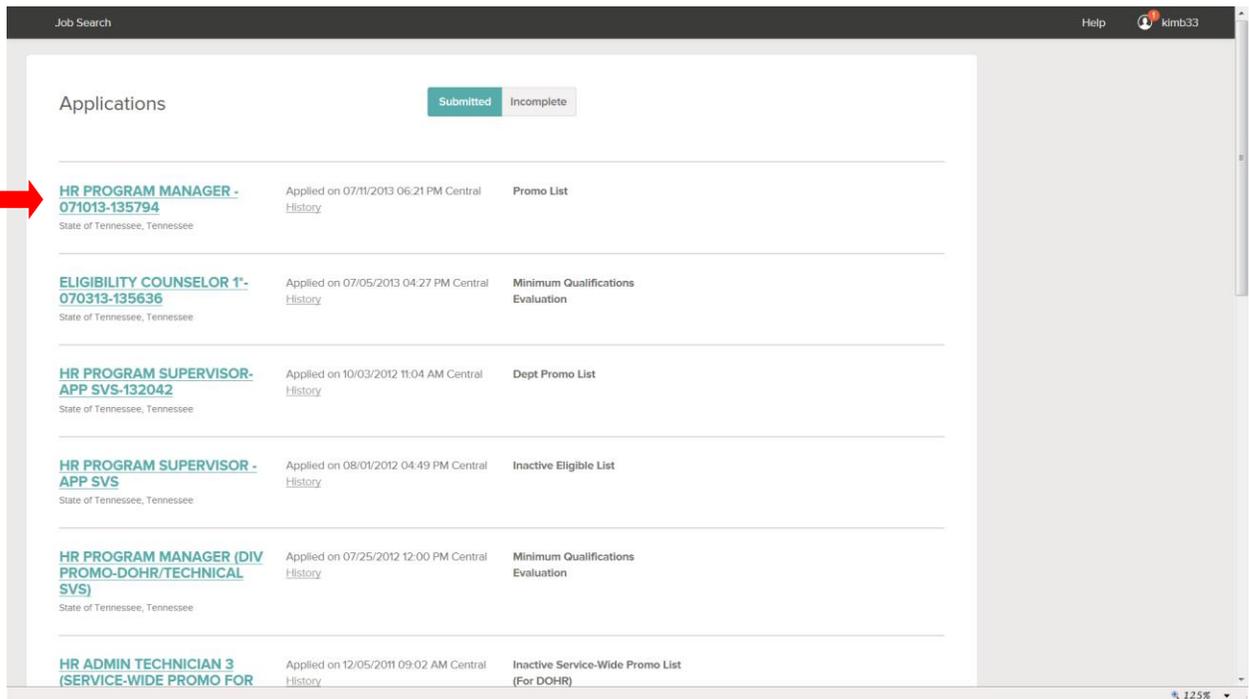


The screenshot displays the 'Applications' page in the NeoGov system. The page header includes 'Job Search' on the left and 'Help' and 'kimb33' on the right. A red arrow points to the 'Applications & Status' link in the user's account dropdown menu. The main content area shows a list of applications with columns for job title, application date, and status. The browser address bar at the bottom shows the URL: <https://www.governmentjobs.com/applications/AccountSettings>.

Job Title	Applied on	Status
HR PROGRAM MANAGER - 071013-135794 State of Tennessee, Tennessee	Applied on 07/11/2013 06:21 PM Central History	Promo List
ELIGIBILITY COUNSELOR 1*- 070313-135636 State of Tennessee, Tennessee	Applied on 07/05/2013 04:27 PM Central History	Minimum Qualifications Evaluation
HR PROGRAM SUPERVISOR- APP SVS-132042 State of Tennessee, Tennessee	Applied on 10/03/2012 11:04 AM Central History	Dept Promo List
HR PROGRAM SUPERVISOR - APP SVS State of Tennessee, Tennessee	Applied on 08/01/2012 04:49 PM Central History	Inactive Eligible List
HR PROGRAM MANAGER (DIV PROMO-DOHR/TECHNICAL SVS) State of Tennessee, Tennessee	Applied on 07/25/2012 12:00 PM Central History	Minimum Qualifications Evaluation
HR ADMIN TECHNICIAN 3 (SERVICE-WIDE PROMO FOR State of Tennessee, Tennessee	Applied on 12/05/2011 09:02 AM Central History	Inactive Service-Wide Promo List (For DOHR)

Click on the large bolded link of the position name you wish to print.

- Once you locate the position you need to print off you will need to click on the link of the position name.



The screenshot shows a web interface for job search applications. At the top, there is a header with 'Job Search' on the left and 'Help' and a user profile icon labeled 'kimb33' on the right. Below the header, the main content area is titled 'Applications' and has two tabs: 'Submitted' (active) and 'Incomplete'. A list of applications is displayed, each with a bolded link to the position name, the date and time of application, and a link to a list or history page. A red arrow points to the first application: 'HR PROGRAM MANAGER - 071013-135794'. The other applications listed are 'ELIGIBILITY COUNSELOR 1* - 070313-135636', 'HR PROGRAM SUPERVISOR - APP SVS-132042', 'HR PROGRAM SUPERVISOR - APP SVS', 'HR PROGRAM MANAGER (DIV PROMO-DOHR/TECHNICAL SVS)', and 'HR ADMIN TECHNICIAN 3 (SERVICE-WIDE PROMO FOR...)'.

Position Name	Applied On	Action
HR PROGRAM MANAGER - 071013-135794	07/11/2013 06:21 PM Central	History Promo List
ELIGIBILITY COUNSELOR 1* - 070313-135636	07/05/2013 04:27 PM Central	History Minimum Qualifications Evaluation
HR PROGRAM SUPERVISOR - APP SVS-132042	10/03/2012 11:04 AM Central	History Dept Promo List
HR PROGRAM SUPERVISOR - APP SVS	08/01/2012 04:49 PM Central	History Inactive Eligible List
HR PROGRAM MANAGER (DIV PROMO-DOHR/TECHNICAL SVS)	07/25/2012 12:00 PM Central	History Minimum Qualifications Evaluation
HR ADMIN TECHNICIAN 3 (SERVICE-WIDE PROMO FOR...)	12/05/2011 09:02 AM Central	History Inactive Service-Wide Promo List (For DOHR)

- A half window will load to the right with your application. In the lower right of the header will be the print symbol. Clicking on it will load a new window with your printable version of the application.

Job Search Help  kimb33

Applications

Submitted
Incomplete

HR PROGRAM MANAGER - 071013-135794 <small>State of Tennessee, Tennessee</small>	Applied on 07/11/2013 06:21 PM Central History	Promo List
ELIGIBILITY COUNSELOR 1*- 070313-135636 <small>State of Tennessee, Tennessee</small>	Applied on 07/05/2013 04:27 PM Central History	Minimum Qualifications Evaluation
HR PROGRAM SUPERVISOR- APP SVS-132042 <small>State of Tennessee, Tennessee</small>	Applied on 10/03/2012 11:04 AM Central History	Dept Promo List
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HR PROGRAM MANAGER - 071013-135794

Job Details
Application View
Print 

General Information

Contact Information

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US

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Personal Information

Driver's License
Yes

Driver's License State
Tennessee

Driver's License Number

Driver's License Class

- Simply print.