

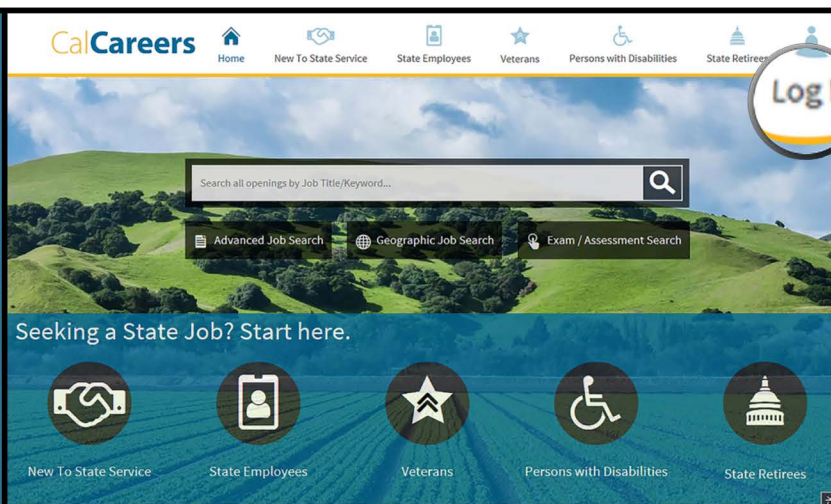
HOW TO APPLY FOR A STATE JOB

www.CalCareers.ca.gov

The California Department of Technology (CDT) is an equal employment opportunity employer.

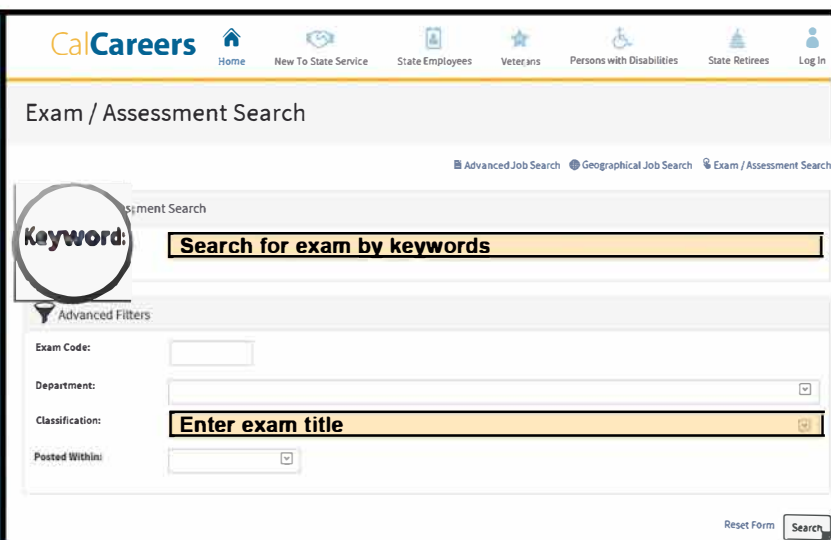
1 Create a CalCareers Account

- ✓ Go to www.CalCareers.ca.gov
- ✓ Click on Log In located on the top right corner
- ✓ Select Create Account
- ✓ Follow the prompts and complete all fields



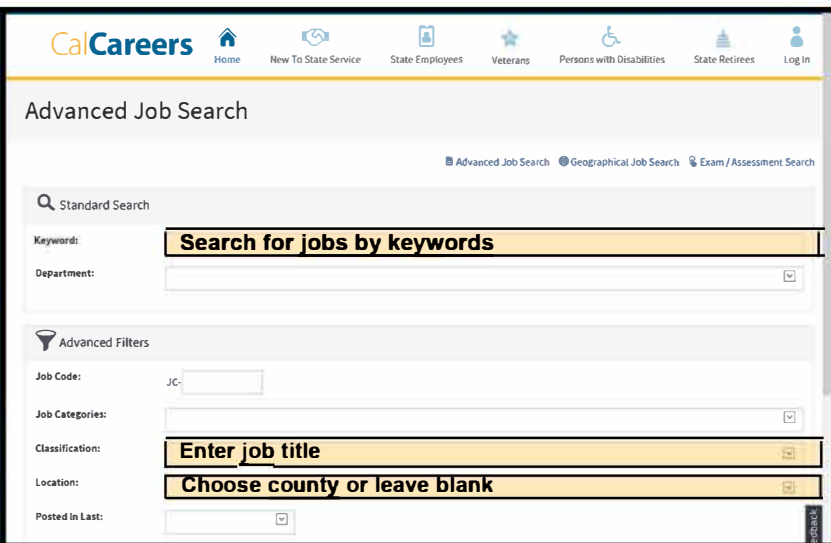
2 Take an Exam

- ✓ Use the Exam/Assessment Search box to find open exams
- ✓ Before you can apply for an opening, you must pass an exam for that classification
- ✓ Each classification has its own exam
- ✓ Take as many exams as you qualify for
You will get your exam score immediately for online exams



3 Apply for jobs

- ✓ Use the Advanced Search box to find hundreds of openings
- ✓ Read the job description to find out details about specific jobs
- ✓ Follow the instructions on each job posting
- ✓ Some jobs require a resume, cover letter and or a statement of qualifications. Make sure to upload all documents on the Application Package tab
- ✓ Select Submit My Application button when you are ready to apply!



For assistance, please email us at cdtrecruitment@state.ca.gov