Department of Labor, Licensing and Regulation

Division of Workforce Development and Adult Learning

Online Application Tutorial – Salisbury University Application

STATE OF MARYLAND
DLLR
DEPARTMENT OF LABOR, LICENSING AND REGULATION

Salisbury University Online Application Process

Salisbury University Web Site for Job openings:
http://www.salisbury.edu/

The following screen shots will show you the progression to get from the Salisbury University's main page to the login \ registration page.

If you have applied for a job on this site previously, you will need your User Name and Password.

This application process is timed, so work quickly and save your work often.

Salisbury University Online Application Process

Salisbury University Online Application Process

Current SU Job Openings

Important! To prevent technical difficulties, before you begin the application process and click on an "Apply Now" button, please delete your Internet history/cookies. If you do not know how to delete your Internet history/cookies, please click on the following link:

Clear-Your-Browser's-Cache

Narrow your search by selecting a job type below:

*Job Type: [All Jobs]   Frequently Asked Questions

Instructions: Click on the Job Title of interest to view a posting of the full job description or click on the Apply Now button to begin completing the employment application.

You can sort by Job Title, Open Date, or Job Opening ID by clicking on the column header, or by clicking the Customize link in the blue border.

Search Results

Customize | First ◄ 1-37 of 37 ► Last

Apply Now	Job Title	Open Date	Job ID
Apply Now	General Counsel	09/16/2011	10768
Apply Now	Chief Diversity Officer	09/16/2011	10767
Apply Now	Administrative Assistant I (Part-time Perdue)	09/16/2011	10766
Apply Now	Associate Director of Admissions	09/14/2011	10765
Apply Now	Galleries Manager	09/14/2011	10764
Apply Now	Associate Registrar	09/15/2011	10763
Apply Now	Lecturer in Art, Graphic Design	09/14/2011	10762
Apply Now	Director of Procurement	09/13/2011	10761
Apply Now	Program Coordinator/Counselor	09/12/2011	10760

From the list of job openings to the left, you will need to find the job for which you would like to apply.

Clicking the job title will display a page that will give you detailed information on the position.

Salisbury University Online Application Process

SU [Human Resources: Jobs] - Windows Internet Explorer

http://www.salisbury.edu/HR/Jobs/single.asp?jobid=1076   Live Search

File   Edit   View   Favorites   Tools   Help

Favorites | M Free Hotmail   Web Slice Gallery ▾

SU [Human Resources: Jobs]   Page ▾ Safety ▾ Tools ▾

Employee Handbook

Employment Opportunities

Employee Recognition

Forms

Family Medical Leave Act (PDF)

Human Resources Team

Policies and Procedures

Online Training "Preventing Sexual Harassment"

Search and Selection

Staff Listing

Office Information

Job Description

[Back] [Printer Friendly]

Chief Diversity Officer - Staf

To Apply Online

- **Current Active SU Employ**   ers at SU."
- **All others**, please click Apply
- See OEAS FAQs (Online Employment Application System FAQs) for help.

Salisbury University is seeking qualified applicants for the position of Chief Diversity Officer (CDO). The CDO will provide leadership across campus to conceptualize, define, cultivate and assess diversity and inclusion. The Chief of Diversity provides leadership to the Office of Diversity, serves as a resource to students, faculty and staff across campus dealing with issues of diversity, works with the Presidents Chief of Staff and others to implement the diversity goals of the strategic plan, and provides training to encourage faculty, staff and students to embrace diversity and prevent discriminatory practices.

Primary Job Duties: Develop and implement strategies, programs and services to support

Internet   100%

*Once you have reviewed the job description, close this window by clicking the **red X** in the top right corner.*

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Current SU Job Openings

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Apply Now	Lecturer in Art, Graphic Design	09/14/2011	10762
Apply Now	Director of Procurement	09/13/2011	10761
Apply Now	Program Coordinator/Counselor	09/12/2011	10760

To start the application process, click on the Apply Now button to the left of the job title.

Salisbury University Online Application Process

Login   Frequently Asked Questions   Logout

If you have never registered before click here to Register.

Current Active SU Employees: Do not register here as an applicant. ...ply, login to your GullNet account and click on the "Careers at SU" link.

Former SU Employees and Employees Between Contracts (e.g., PTN... ...aculty and Contingent/Contractual employees on Summer or Winter break): If you... a GullNet account as an employee, check the "Former or Inactive SU Employee" checkbox and use your GullNet login and password.

Enter your user name and password to login.

Login
User Name:
Password:
Login   Login Help   Register Now

☐ Former or Inactive SU Employee

*Remember: If you have never applied for a job on this site, you will need to click on the **Register Now** link.*

*If you have registered previously, but do not remember your User Name and\or Password, you may go to the **Frequently Asked Questions** section for instructions.*

If you cannot retrieve your old User Name and Password, then you will need to re-register on the site, using the Register Now link.

Salisbury University Online Application Process

Register   Frequently Asked Questions   Logout

Enter your new user name and password.

Enter Registration Information

*User Name

*Password

*Confirm Password

Register   Return to Previous Page

Once you have created a User Name and Password, and confirmed the password by entering it again, click the __Register__ button.

If the screen does not proceed to the next page in the process, check the top of the page for any error messages.

Some sites are restrictive in what is allowed when creating the User Name and Password.

Once you have one's that work, record them in a safe place for future use.

Salisbury University Online Application Process

https://gullnet.salisbury.edu/psc/saprdguest/EMPLOYEE/HRMS/c/SU_HR_CUSTOM_MENU.SU_HRS_

File Edit View Favorites Tools Help

⭐ Favorites | 👍 M Free Hotmail 🄴 Web Slice Gallery ▾

🄴 Applicant Home

Pleas...

You are...
Apply Fc...

Remember: This is a timed application process, so proceed quickly and save your work often.

Edit My Profile (Name, Address, Email, Phone)

Steps:

1. Click on each of the "Provide Data" links and complete the pages. Once all required data has been entered on a page and saved, the "No" indicator will change to "Yes" in the "Complete?" column ("N/A" will not change to "Yes").
2. The "Finalize Application" button will then appear at the bottom of the page.
3. Click on this "Finalize Application" button.
4. The last remaining "Submit Application" page will appear.
5. Read and complete as requested and click the "Submit" button at the bottom of the page to officially submit your application.
6. A confirmation email will automatically be sent after you submit your application.
7. Incomplete applications will not be processed.

Call the Human Resources Office at 410-543-6035 if you have questions.

Description	Information	Complete?	Provide Data
Upload Cover, Reference Ltrs. & Other Attachments	Required	No	Provide Data
Upload or View Resume/Vitae	Required	No	Provide Data
References	Required	No	Provide Data
Higher Education History	Required	No	Provide Data
Language Proficiency	Optional	N/A	Provide Data

Once you have Logged In or Registered, and completed filling in the Profile information, you will need to follow the instructions provided.

*Click the **Provide Data** link on the sections that display Required; these will need to be completed.*

The Optional sections may be completed if the applicant wishes.

Salisbury University Online Application Process

Five failed login attempts will lock your account. Please use the Forgot My Password link to receive a new GullNet password prior to your five failed login attempts.

Log in and get connected

User ID:

Password:

Go!

Outreach
Maryland Workforce Exchange

Outreach
DLLR Website

El Fin/The End/La Fin

Maryland Division of Workforce Development