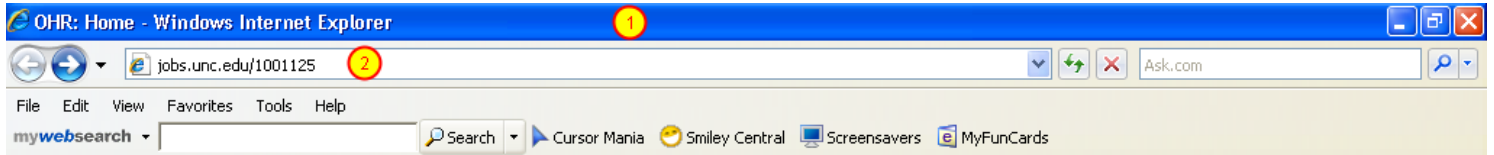


Direct Job Postings URL

The Direct URL for position postings provides a direct job search link for a single Requisition.

Accessing the Direct Job Posting URL



1. Launch **Internet browser**.
2. Enter job search address location of **jobs.unc.edu/xxxxxxx**(where **xxxxxxx = Recruitment ID for Job Posting**).

Press **enter** to have your system directed to the URL for this specific position recruitment.

- 1 Recruitment Identifier not found. Please check that you have entered the correct recruitment number. If you continue to have problems, you may contact the UNC-Chapel Hill Equal Opportunity Office at equalopportunity@unc.edu or call (919) 966-3576

- 2 This recruitment is no longer available. The position has either been filled or is no longer being recruited. If you have additional questions you may contact the UNC-Chapel Hill Equal Opportunity Office at equalopportunity@unc.edu or call (919) 966-3576.

- 3 The application deadline for this recruitment has passed. If you have additional questions you may contact the UNC-Chapel Hill Equal Opportunity Office at equalopportunity@unc.edu or call (919) 966-3576.

Dependent upon certain conditions, the system will display error messages as shown above.

1. This error is when the recruitment ID entered is not found by the system. This could be due to the ID being entered incorrectly or that it actually is not a valid active job posting.
2. This error is displayed when the recruitment has either been cancelled or filled.
3. This error is displayed when the application submission deadline has passed.

Position Details

The University of North Carolina at Chapel Hill

[HR Home](#) | [Positions at Carolina](#) | [Login](#)

POSITION DETAILS: EPA Faculty

[Apply](#)

[Printable View](#)

2

3

● The application must be received by 5:00 PM EST/EDST on the closing date.

Working Title/Rank:	Test Working Title 1
Type of Appointment:	Fixed Term Faculty
Position Category:	Research Faculty (fixed-term)
Recruitment ID:	1001118
Department:	Information Technology Svcs.
Application Deadline:	04/30/2009
Proposed Start Date:	08/01/2009

1

Position Summary:

This is the position summary for Test Working Title 1.

Education Requirements:

Bachelor's degree in testing

Qualifications and Experience:

10 years experience in testing

Special Instructions:

apply

Contact:

If you have any questions about the position or require assistance, please contact Test Person, 919-555-6677.

1. View **Position Details**.
2. Faculty Positions do not allow online applications so to get data for the **Applicant Instructions**, click on the **Apply Button** or the **Apply for This Position** link at the bottom of the page.
3. Click on **Printable View** button or link at the bottom of the page to print.

Viewing an EPA Faculty Position Posting through the Direct URL (Continued)

1

[Back to
Position Search](#)

2

[Back to
Search Results](#)

3

[Apply for
This Position](#)

4

[Printable
View](#)

The University of North Carolina at Chapel Hill is an Equal Opportunity Employer

[Important Applicant Notices](#)

5

6

[For Additional Information or Special Assistance](#)

At the bottom of each position posting there are links that can be accessed for various functions.

1. **Back to Postion Search** - Clicking on this link will return users to the UNC Job Search page.
2. **Back to Search Results** - Clicking on this link will return users to the list of specific positions that resulted from previous search.
3. **Apply for This Position** - Clicking on this link will take users to the Applicant Instructions for the position.
4. **Printable View** - Clicking on this link will provide users the opportunity to print the job posting.
5. **Important Applicant Notices** - Clicking on this link will take users to information regarding required hiring procedures such as Employee Information and Verification (I-9 Form), Homeland Security Validation and Criminal Conviction Checks.
6. **For Additional Information or Special Assistance** - Clicking on this link will take user to information regarding contact information for users requiring special assistance such as language translators or to report problems with the EPA Web job posting page.

Applicant Instructions for EPA Faculty Positions

Applicant Instructions

The University of North Carolina at Chapel Hill

Recruitment ID: 1001118
Application Deadline: 04/30/2009

Instructions:
apply

[Close this Window](#)

[Print](#)

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The Applicant Instructions will typically include information such as the acceptable methods of application submission including fax and/or email.

Viewing an EPA Non Faculty Position Posting through the Direct URL

Position Details

The University of North Carolina at Chapel Hill

[HR Home](#) | [Positions at Carolina](#) | [Login](#)

1

POSITION DETAILS: EPA Non-Faculty Position

Create Profile & Apply

Apply

Printable View

The application must be received by 5:00 PM EST/EDST on the closing date.

This position has been flagged to allow online applications.

Position Details

The University of North Carolina at Chapel Hill

[HR Home](#) | [Positions at Carolina](#) | [Login](#)

2

POSITION DETAILS: EPA Non-Faculty Position

Apply

Printable View

The application must be received by 5:00 PM EST/EDST on the closing date.

This position has been flagged to not allow online applications.

EPA Non Faculty positions can be flagged to allow or not to allow online applications.

Example #1 has been flagged to allow online applications; therefore, applicants have two options of applying. They can click on the **Create Profile & Apply** button to go through and set up a profile which will allow them to enter all the necessary employment application data which can be used to apply for multiple positions; or they can click on the **Apply** button which will allow them to go through a "quick" apply process for that specific position.

Example #2 has been flagged to not allow online applications so when applicants click on the **Apply** button, the system will return the applicant instructions including the methods for application submission.