

*****IMPORTANT EXAMINATION/RECRUITMENT INFORMATION*****

The Examination/Recruitment Section is going **GREEN!!**

We are about to embark on a new paperless Examination/Recruitment On-Line Selection System for future examinations/recruitment, beginning March 2010. This is a user-friendly, web-based, internet accessible system that offers applicants a multitude of benefits once he/she has set up a profile.

What does this mean for you?

- Applicants may apply for most State examinations/recruitment online 24 hours a day. (No more paper, stamps, missed deadlines, or time out of your busy schedules to hand deliver or make a trip to the post office, etc.)
- Ability to access your own personal account to track the status of your examination application.
- Examination related notifications (e.g., confirmation of application submission/receipt, acceptance/rejection notices, oral interview notice, examination results, list status, etc.), will automatically be sent to the e-mail address you provided.
- Ability to sign up for e-notify, which is a service that allows you to select the testing classification you are interested in; and, be alerted via email when that examination/recruitment bulletin is released.
- Ability to change/update/add important personal exam-related information, (e.g., mailing address, email address, name change, work locations/preferences, etc.).

We are encouraging you to create a profile account and a new "Application-on-File" as soon as possible by going to www.jobs.ca.gov. Please read the information thoroughly and follow the prompts. (**NOTE:** Applications completed before September 28, 2009 will be deleted on March 30, 2010.)

Some examination/recruitment bulletins will require applicants to send sealed transcripts verifying his/her educational background, so be sure to read the filing instructions carefully. If you have any questions, contact Martha Zarate in the Exams Unit at mzarate@arb.ca.gov, or call (916) 327-2954.