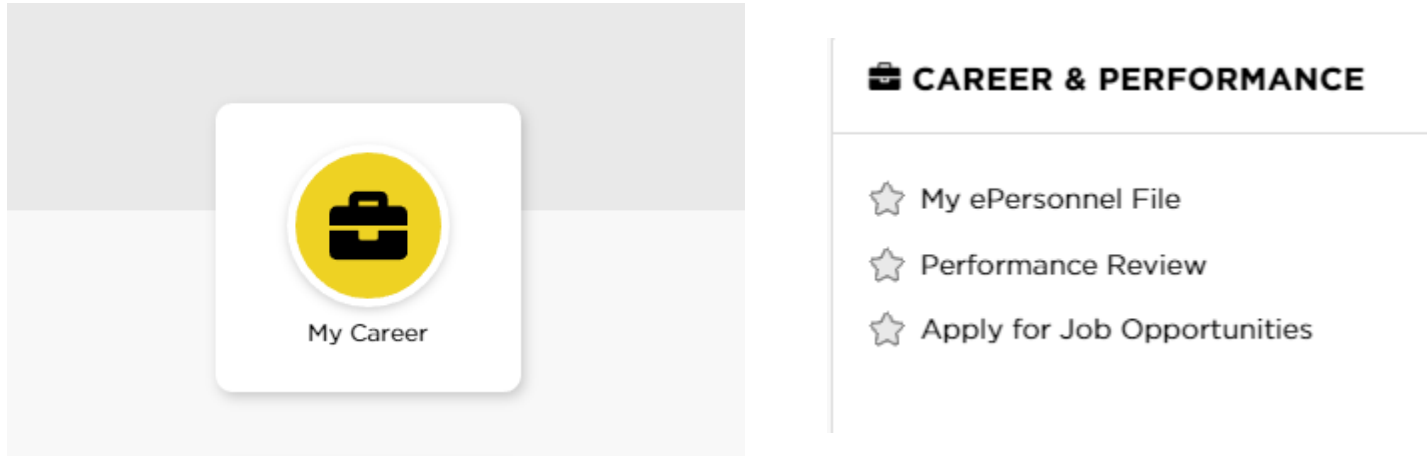
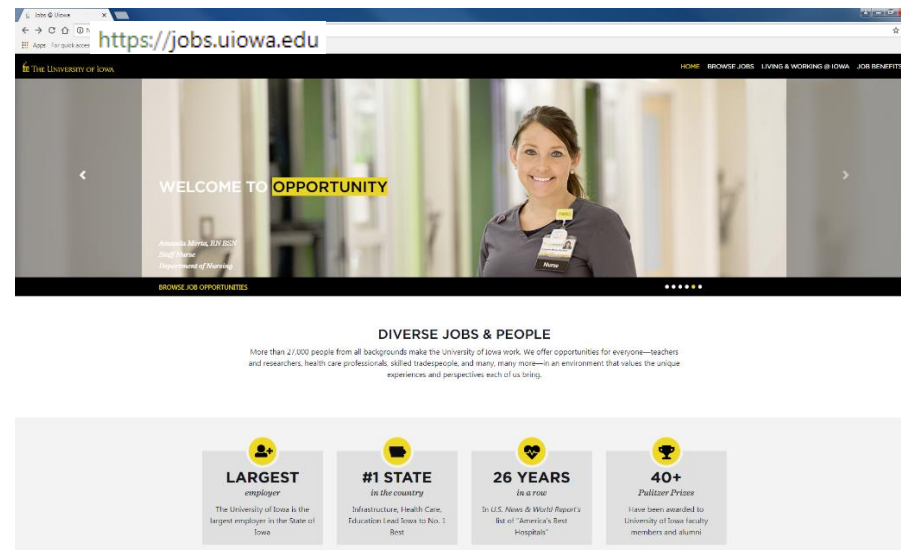


开始

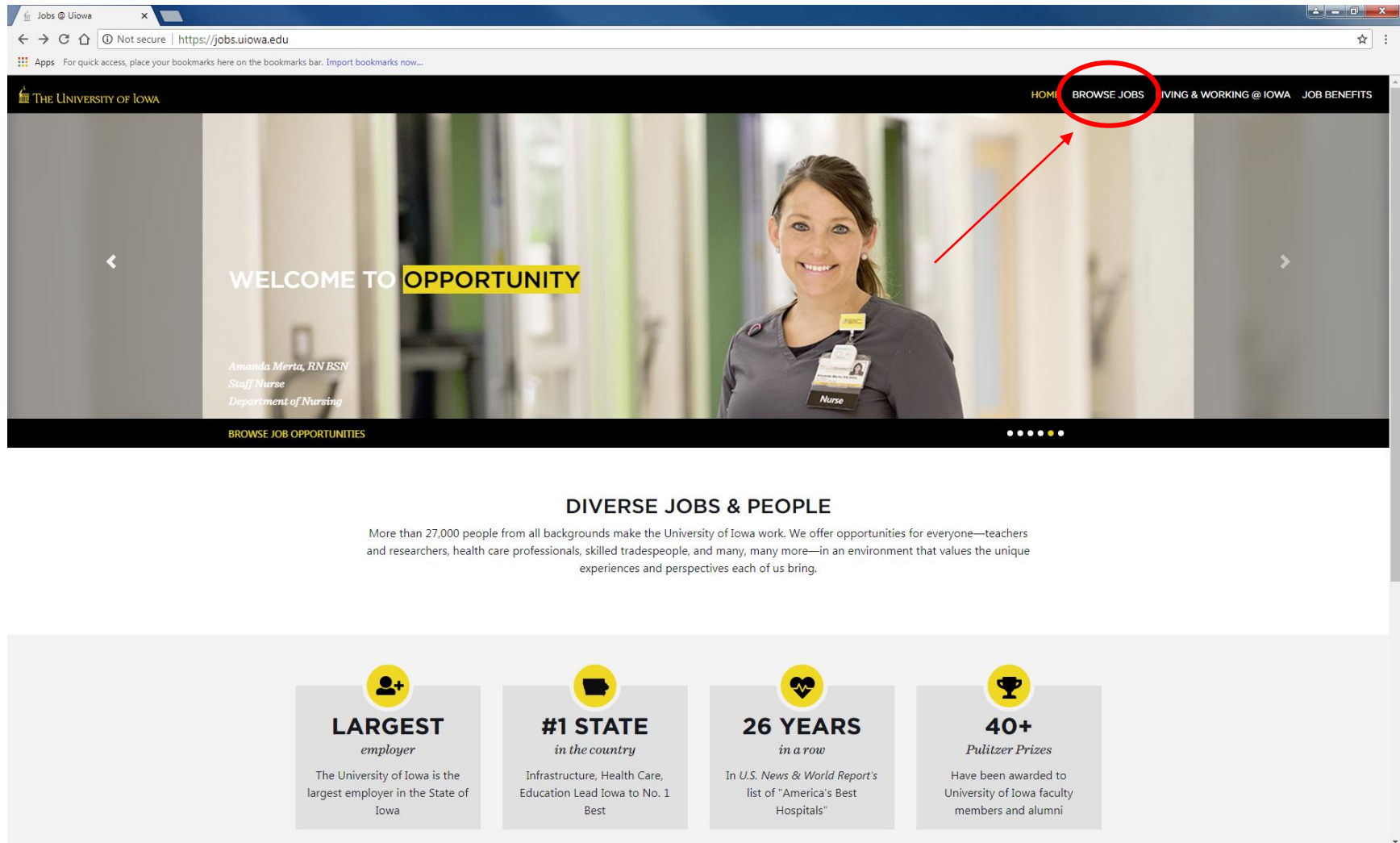
内部求职者 — 前往“自助服务”，并在员工自助服务的“My Career”板块选择“Apply for Job Opportunities”（然后跳至本手册第 17 页）



外部求职者 — 前往 jobs.uiowa.edu



单击“Browse Jobs”，查看空缺职位



University of Iowa Job Listings By Category



您可通过选择工作类别来浏览空缺职位。如不确定要选择哪个类别，请单击“All Staff Jobs”进行搜索。

登录帐户或单击“前往个人档案”Go to Profile”

[HOME](#) | [BROWSE JOBS](#) | [LIVING & WORKING @ IOWA](#) | [BENEFITS](#) [JOBS](#) [HELP](#)

[Search](#)

All jobs

All locations

Only show: 272 results

[NEW](#) New Jobs

Location

+ Add a location

All ✓

Iowa City, Iowa, United States (272)

Des Moines, Iowa, United States (3)

Cedar Rapids, Iowa, United States (1)

Council Bluffs, Iowa, United States (1)

Category

+ Add a category

All ✓

Patient Care Providers (156)

Administrative/Professional (45)

Research (27)

Facilities/Skilled Trades (20)

Physical Therapist - Dept of Rehab Therapies [NEW](#)

Location: Iowa City, Iowa, United States
Category: Patient Care Providers

The Department of Rehabilitation Therapies at the University of Iowa Hospitals and Clinics is looking for a Physical Therapist to administer...

Senior Physical Therapist - Dept of Rehab Therapies [NEW](#)

Location: Iowa City, Iowa, United States
Category: Patient Care Providers

The Department of Rehabilitation Therapies at the University of Iowa Hospitals and Clinics is looking for a Physical Therapist to administer...

Billing and Loan Collections Specialist [NEW](#)

Location: Iowa City, Iowa, United States
Category: Administrative/Professional

The University of Iowa Billing and Loan Collections Department is seeking a Billing and Loan Collections Specialist to perform a broad range of...

Medical Assistant II-Medicine Specialty Clinic [NEW](#)

Location: Iowa City, Iowa, United States
Category: Patient Care Providers

Medical Assistant II- Medicine Specialty Clinic 100%: 40 hours a week will be accomplished between the times of 8:30 AM - 5:00 PM, Saturday and...

Qual & Op Improv Coordinator-CSS (part-time) [NEW](#)

Location: Iowa City, Iowa, United States
Category: Administrative/Professional

Classification Title: Quality and Operational Improvement Coordinator
Department: Central Sterilizing Services Pay Grade: 3A...

Snr Pharmacy Technician, Cert [NEW](#)

Location: Iowa City, Iowa, United States
Category: Patient Care Providers

Senior Pharmacy Technician, Certified - Ambulatory Care, Specialty

Previous Job Searches

[All jobs](#)
[All locations](#)

My Profile

Create and manage profiles for future opportunities.


[Go to Profile](#)

My Submissions

Track your opportunities.

[My Submissions](#)

DISCOVER THE BENEFITS OF
LIVING & WORKING HERE

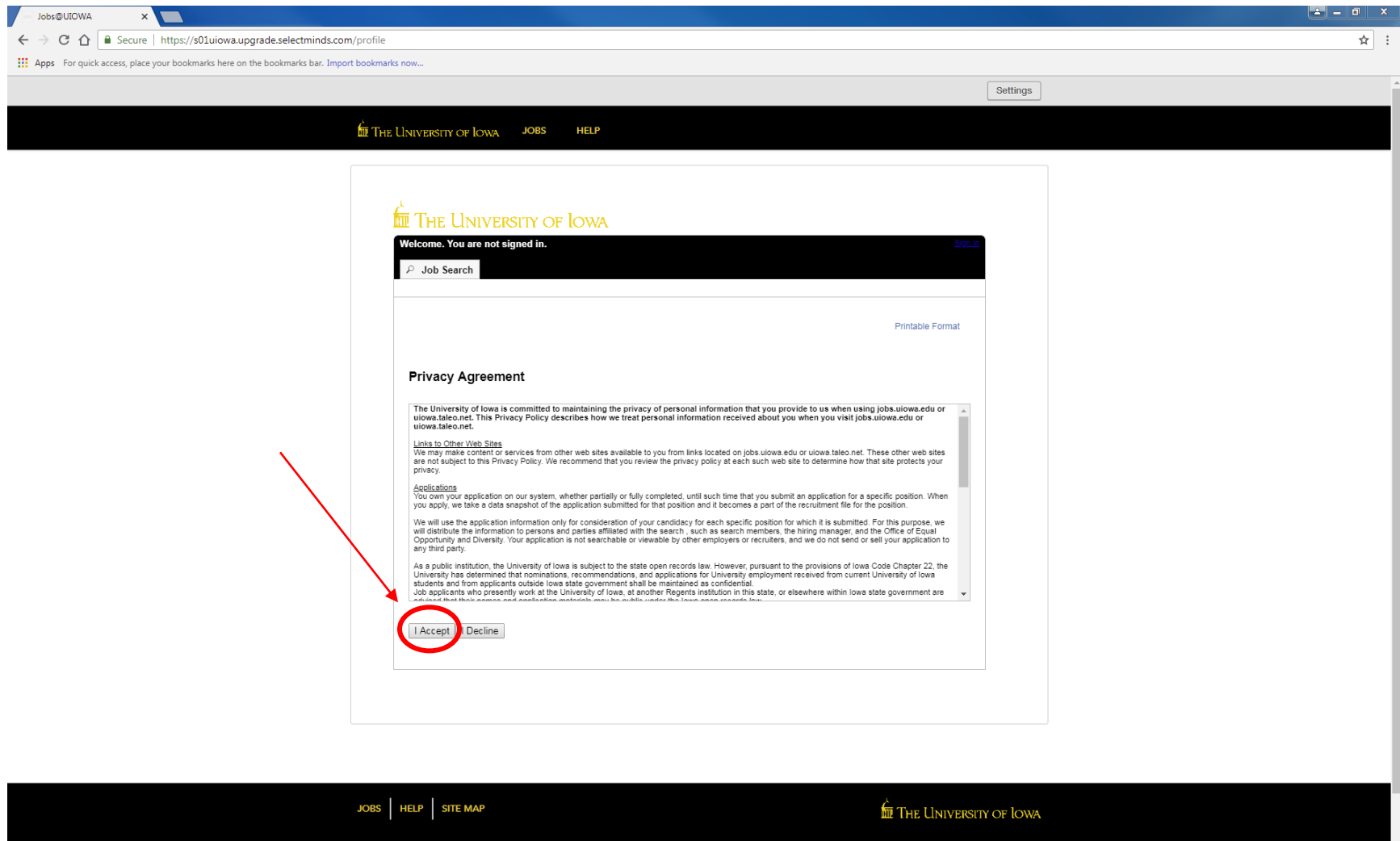


Are you a Military Veteran?

Contact us to [learn more](#) about how to qualify for Veteran's Preference.

4

隐私协议



登录

使用当前用户名登录或注册为新用户

(如果您已有个人档案, 请跳至第 17 页获取进一步帮助)

The screenshot shows a web browser window with the address bar displaying <https://s01uiowa.upgrade.selectminds.com/profile>. The page header includes the University of Iowa logo and navigation links for JOBS and HELP. The main content area features a 'Welcome. You are not signed in.' message, a 'Job Search' button, and a 'Login' section. The login section contains instructions and fields for 'User Name' and 'Password'. A red circle highlights the 'New User' link, and a red arrow points to it from the bottom left. The footer includes links for JOBS, HELP, and SITE MAP, along with the University of Iowa logo and copyright information.

Jobs@UIOWA

Secure | <https://s01uiowa.upgrade.selectminds.com/profile>

Apps For quick access, place your bookmarks here on the bookmarks bar. [Import bookmarks now...](#)

Settings

THE UNIVERSITY OF IOWA JOBS HELP

THE UNIVERSITY OF IOWA

Welcome. You are not signed in.

Job Search

Login

To access your account, please identify yourself by providing the information requested in the fields below, then click "Login". If you are not registered yet, click "New user" and follow the instructions to create an account.

Mandatory fields are marked with an asterisk.

*User Name

*Password

Forgot your user name?

Forgot your password?

or Sign in with:

G+ YAHOO!

Login New User

JOBS | HELP | SITE MAP

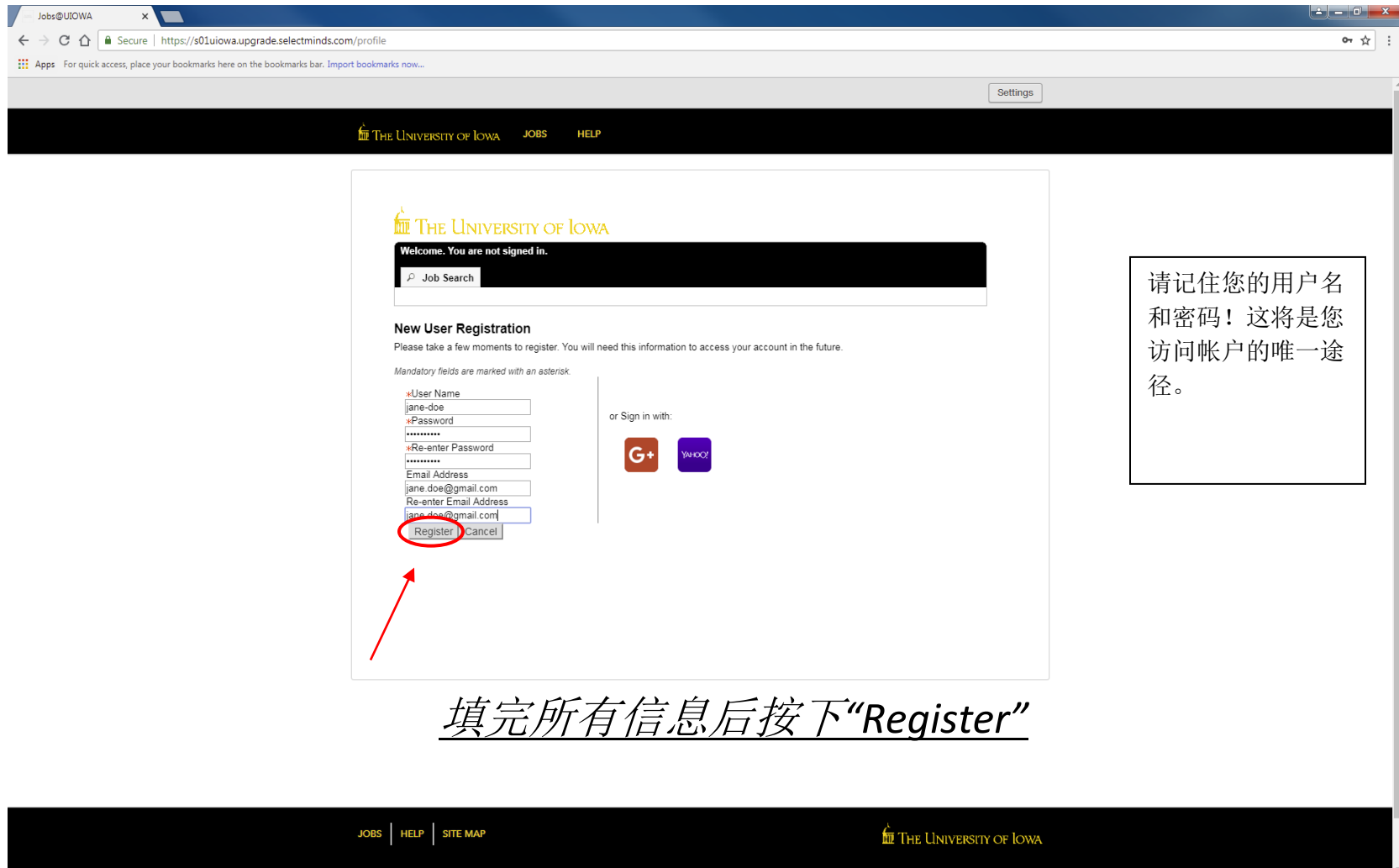
THE UNIVERSITY OF IOWA

© 2015 Jobs@UIOWA. All rights reserved.

新用户注册

步骤:

- 设置用户名
- 设置密码，至少 9 个字符：必须至少包含 1 个字母、1 个数字和 1 个特殊字符（例如 \$、!、@、#、* 和 +），且不能连续包含超过 2 个相同字符（例如 AAA、bbbb 和 \$\$\$）
- 输入电子邮件地址以链接到网站，及时了解最新招聘消息



Jobs@UIOWA

Secure | https://s01uiowa.upgrade.selectminds.com/profile

Settings

THE UNIVERSITY OF IOWA JOBS HELP

Welcome. You are not signed in.

Job Search

New User Registration

Please take a few moments to register. You will need this information to access your account in the future.

Mandatory fields are marked with an asterisk.

*User Name
jane-doe

*Password

*Re-enter Password

Email Address
jane.doe@gmail.com

Re-enter Email Address
jane.doe@gmail.com

or Sign in with:
G+ Yahoo

Register Cancel

请记住您的用户名和密码！这将是您访问帐户的唯一途径。

填完所有信息后按下“Register”

JOBS | HELP | SITE MAP

THE UNIVERSITY OF IOWA

上传简历

您可通过多种方式导入工作经历：

- 1) 关联您的 LinkedIn 或 Indeed 个人档案
- 2) 上传简历
- 3) 手动输入工作经历

The screenshot shows a web browser window with the URL <https://s01uiowa.upgrade.selectminds.com/profile>. The page is titled "THE UNIVERSITY OF IOWA" and "Jobs@UIOWA". The user is logged in, and the page shows a "General Profile" section with tabs for "Resume/CV Upload", "Personal Information", "Preferences", "File Attachments", and "Review and Submit". The "Resume/CV Upload" tab is active, and it shows three numbered steps:

- 1** Import profile data: This step includes radio buttons for "LinkedIn" and "Indeed" to import profile data from these services.
- 2** Or upload a resume/CV: This step includes a radio button for "Select the resume/CV file to upload" and a "Choose File" button.
- 3** No thanks, I will fill out the online submission manually: This step includes a radio button for "No thanks, I will fill out the online submission manually".

At the bottom of the page, there are links for "JOBS", "HELP", and "SITE MAP", and a copyright notice: "© 2018 Jobs@UIOWA. All rights reserved."

个人信息

输入所有必需的个人信息和工作偏好

Jobs@UIOWA

Secure | <https://s01uiowa.upgrade.selectminds.com/profile>

Settings

THE UNIVERSITY OF IOWA JOBS HELP

Welcome. You are signed in. [My Account Options](#) [My Job Cart \(0 items\)](#) [Sign Out](#)

Job Search My Jobpage

General Profile Step 2 out of 5 [Print/Email](#)

Resume/CV Upload Personal Information Preferences File Attachments Review and Submit

Save and Continue Save as Draft Cancel

Personal Information

Source Tracking

Please indicate how you heard about the job opportunities available within our organization.

*Source Type
Social Network

*Social Network
LinkedIn

Personal Information

Please enter all relevant personal information in the fields below.

*First Name Jane Middle Name Last Name Doe

*Street Address (line 1) 123 Iowa Ave Address (line 2)

*City Iowa City *Zip/Postal Code 52245

*Place of Residence
Country United States
State/Province Iowa
Closest Metropolitan Area Iowa City

此栏提示您个人档案的完成进度

继续填写个人信息...

选择偏好班次、工作级别、工作类型等。

The screenshot shows a web browser window with the URL <https://s01uiowa.upgrade.selectminds.com/profile>. The page is titled "Jobs@UIOWA". The form contains the following fields and sections:

- Primary Phone:** 3191234567
- Email Address:** jdoe@gmail.com
- Basic Profile Information:**
 - Indicate the employment preferences, conditions and interests in the fields below.
 - Employee Status:**
 - ☒ Regular
 - Job Type:**
 - ☒ Standard
 - Shift:**
 - ☒ Day Job
 - ☒ Evening Job
 - ☐ Night Job
 - ☐ On Call
 - ☐ Variable
 - ☒ Flex Time
 - ☐ Weekend
 - ☐ Rotating
 - Schedule:**
 - ☒ Full-time
 - Job Level:**
 - ☐ Entry Level
 - ☐ Individual Contributor
 - ☒ Team Leader
 - ☒ Manager
 - ☐ Director
 - ☐ Executive
 - ☒ Manager with Direct Reports
 - ☐ Manager without Direct Reports
 - ☐ Senior Executive
 - Advance Notice:** Not Specified
 - Date of Availability:** Sep 20, 2018
 - Minimum Annual Salary:**
 - Currency:** Not Specified
 - Travel (Up to...):** Not Specified
- Buttons:** Save and Continue, Save as Draft, Quit

A large red arrow points from the left side of the form to the "Basic Profile Information" section.

JOBS | HELP | SITE MAP

THE UNIVERSITY OF IOWA

偏好

根据需要选择任意数量的偏好项。找到相应职业字段，然后按下“Add to List”

The screenshot shows a web browser window with the URL <https://s01uiowa.upgrade.selectminds.com/profile>. The page is titled "THE UNIVERSITY OF IOWA JOBS HELP". The user is logged in as "Jane Doe". The "General Profile" section shows "Step 3 out of 5". The "Preferences" section is active, showing "Employment Preferences". The user has selected "Facilities/Skilled Trades" as the "Job Field". The "Add to List" button is circled in red. Below the button, the "Job Field Preferences" list shows "Campus Services" and "Administrative/Professional" as selected preferences. A callout box points to this list with the text "所选偏好项将显示在此处".

Jobs@UIOWA x

Secure | <https://s01uiowa.upgrade.selectminds.com/profile>

Apps: For quick access, place your bookmarks here on the bookmarks bar. [Import bookmarks now...](#)

THE UNIVERSITY OF IOWA JOBS HELP

Jane Doe, you are signed in. [My Account Options](#) [My Job Cart \(0 items\)](#) [Sign Out](#)

Job Search My Jobpage

General Profile Step 3 out of 5 [Print/Email](#)

Resume/CV Upload Personal Information Preferences File Attachments Review and Submit

Save and Continue Save as Draft Quit Page 1 out of 2

Preferences

Employment Preferences

Please specify the work preferences such as the job field, the location, and the organization. Select the options that better correspond to the professional interests.

You must select at least one value in the section "Job Field".

Job Field

Category

Facilities/Skilled Trades

Add to List Reset

Job Field Preferences

Campus Services
Levels: Campus Services
[Remove](#)

Administrative/Professional
Levels: Administrative/Professional
[Remove](#)

Save and Continue Save as Draft Quit Page 1 out of 2

JOBS | HELP | SITE MAP

THE UNIVERSITY OF IOWA

所选偏好项将显示
在此处

继续选择偏好项...

在此页面选择您的位置偏好

Jobs@UIOWA x

Secure | https://s01uiowa.upgrade.selectminds.com/profile

Apps For quick access, place your bookmarks here on the bookmarks bar. Import bookmarks now...

Settings

THE UNIVERSITY OF IOWA JOBS HELP

THE UNIVERSITY OF IOWA

Jane Doe, you are signed in. My Account Options My Job Card (0 Items) Sign Out

Job Search My Jobpage

General Profile Step 3 out of 5 Print/Email

Resume/CV Upload Personal Information Preferences File Attachments Review and Submit

Save and Continue Save as Draft Quit Page 2 out of 2

Preferences

Employment Preferences

Please specify the work preferences such as the job field, the location, and the organization. Select the options that better correspond to the professional interests.

You must select at least one value in the section "Location".

Location

City
Orange City

Add to List Reset

Location Preferences

Iowa City
Levels: Iowa City
Remove

Save and Continue Save as Draft Quit Page 2 out of 2

所选偏好项将显示
在此处

文件附件

将任何其他附件添加到您的职位档案

如果您没有任何附件，请按下“Save and Continue”

The screenshot shows a web browser window with the URL <https://s01uiowa.upgrade.selectminds.com/profile>. The page is titled "Jobs@UIOWA" and shows a user profile for "Jane Doe, you are signed in." The page is divided into sections: "General Profile" (Step 4 out of 5) and "File Attachments".

General Profile

Resume/CV Upload | Personal Information | Preferences | File Attachments | Review and Submit

Save and Continue | Save as Draft | Quit

File Attachments

Attachments

You can attach files to the candidate record (e.g.: cover letter, resume/CV, references, transcripts, etc.). Once a file is attached, you can overwrite it by attaching a file with exactly the same name and extension.

Select the file to attach

Choose File | Transcript.docx

Comments about the file

Attach

This section displays basic information regarding the files attached to the candidate record. You can delete some or all the files. Also, please indicate which of the attached documents is your Resume/CV.

Resume/CV	File Name	Date	Comments	Actions
No files are attached.				

Save and Continue | Save as Draft | Quit

Tips

You cannot attach a file that exceeds the allocated limit of 5120 kilobytes. You can attach a maximum of 25 files, one at a time.

The search tool that recruiters use to search for candidates will not be able to analyze the content of some attached files, mostly image files and compressed files (.zip).

Attaching files

To attach a file, click "Browse" and select the file you want to attach. Then, click "Attach".

Deleting files

To delete a file, in the list of files already attached, select the file you wish to delete. Then, click the corresponding "Delete" button.

审查并提交

请务必审查个人档案的所有信息再提交

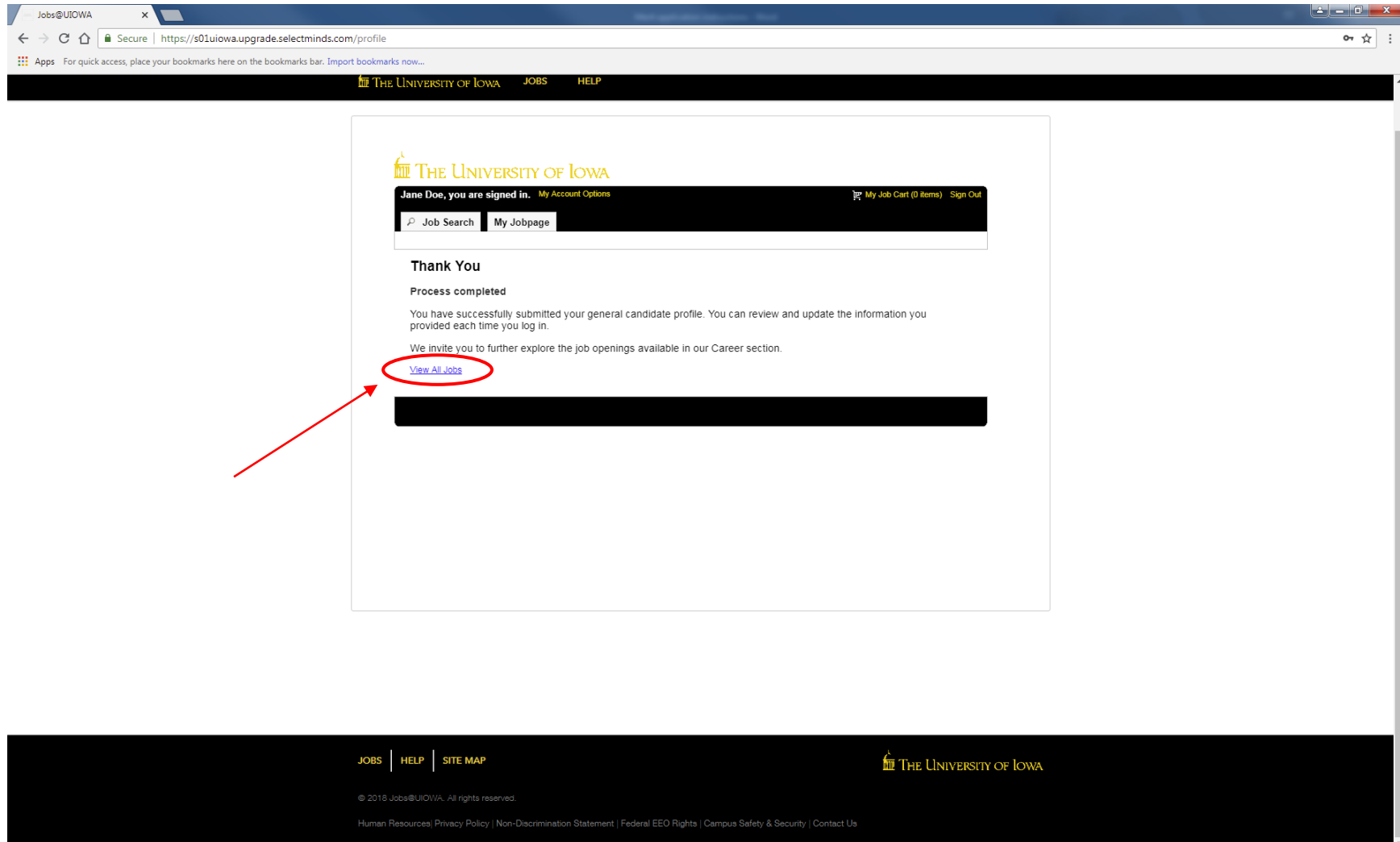
The screenshot shows the 'Jobs@UIOWA' profile page for Jane Doe. The page is titled 'General Profile' and is Step 5 out of 5. The breadcrumb trail is: Home > Job Search > My Jobpage > General Profile > Review and Submit. The 'Review and Submit' section contains the following information:

Personal Information Edit	
Source Tracking	
Source Type	Social Network
Source	LinkedIn
Personal Information	
Full Name	Jane Doe
Street Address (line 1)	123 Iowa Ave
Address (line 2)	
City	Iowa City
Zip/Postal Code	52245
Place of Residence	Iowa City
Primary Phone	3191234567
Email Address	jdoe@gmail.com
Basic Profile Information	
Employee Status	Regular
Job Type	Standard
Shift	Day Job Evening Job Flex Time
Schedule	Full-time

如需更改，请按下
“Edit”

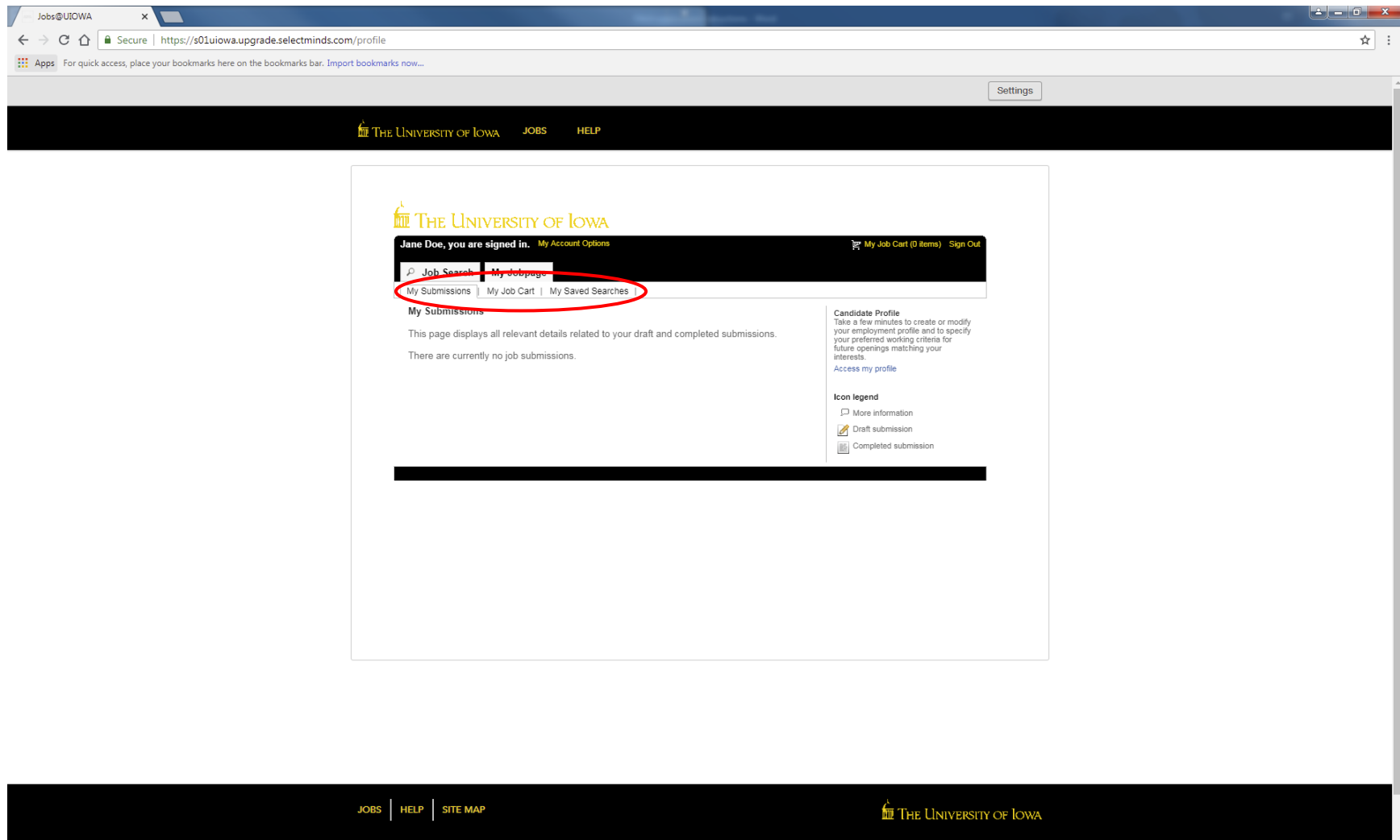
谢谢您

您的个人档案已创建，则可选择“View All Jobs”开始搜索爱荷华大学空缺职位



我的职位页面

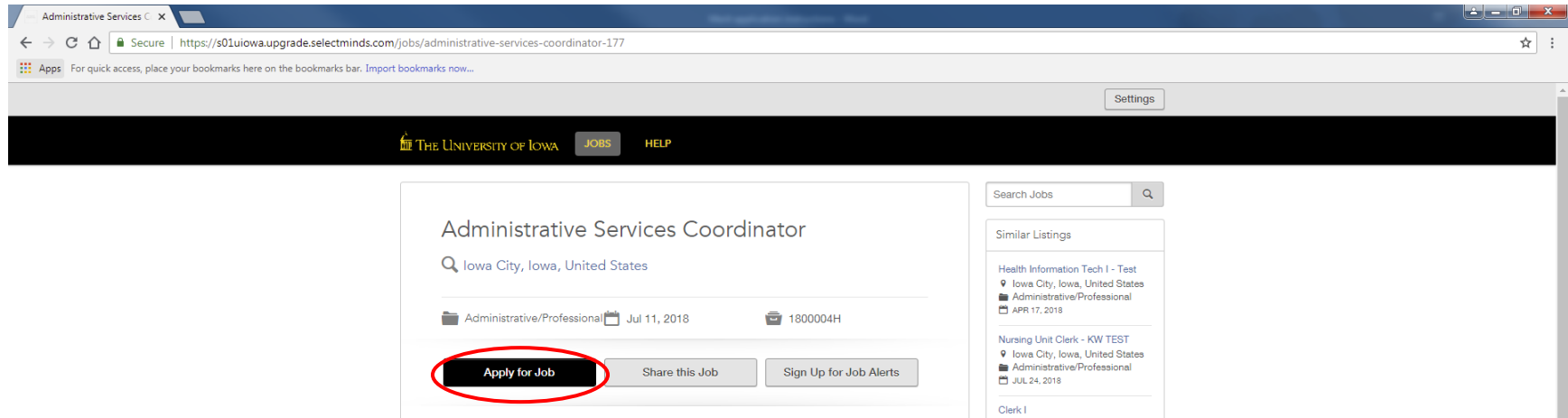
您可在此页面看到您申请的职位（“My Submissions”）, JobCart 和收藏职位



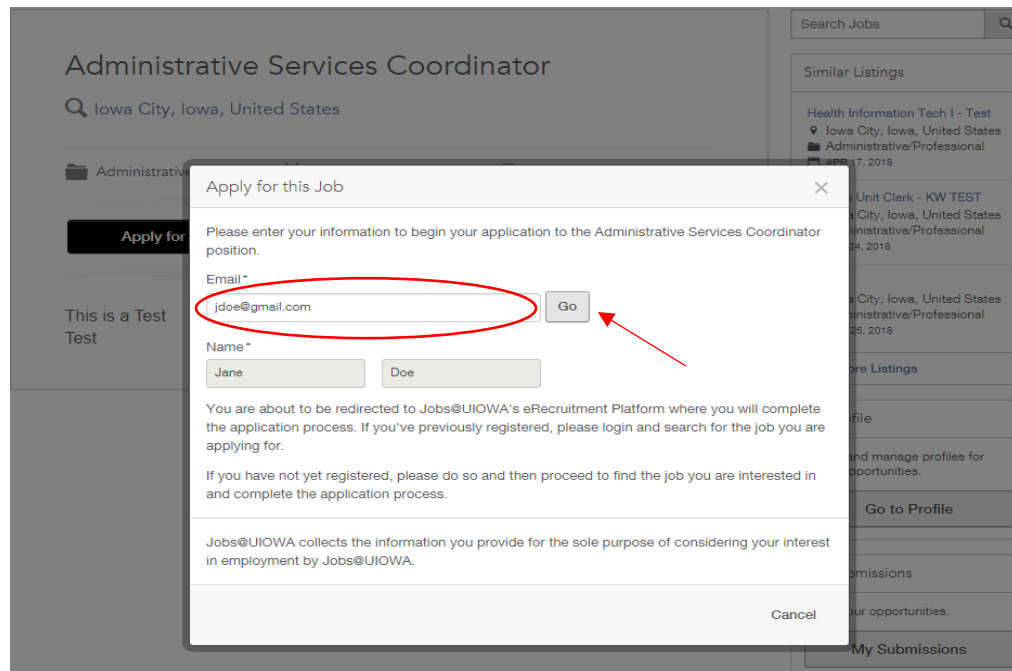
申请职位

申请职位

找到要申请的职位后，选择“Apply for Job”



使用您的电子邮件地址登录并按下“Go”



个人信息

系统会自动从您的一般个人档案中提取一些信息。

仔细检查所有信息是否填写正确，并填写任何缺失的信息。

此处显示您正在申请的职位

Applying for: Administrative Services Coordinator (Job Number: 1800004H) **Step 2 out of 10** [Print/Email](#)

[Home/ CV load](#) [Personal Information](#) [Experience & Credentials](#) [General Questions](#) [Job Specific Questions](#) [File Attachments](#) [Self Identification](#) [Disability Identification](#)

[Save and Continue](#) [Save as Draft](#)

Personal Information

Source Tracking
Please indicate how you heard about this job.

*Source Type

*Social Network

Personal Information
Please enter all relevant personal information in the fields below.

*First Name <input type="text" value="Jane"/>	Middle Name <input type="text"/>	*Last Name <input type="text" value="Doe"/>
*Street Address (line 1) <input type="text" value="123 Iowa Ave"/>	Address (line 2) <input type="text"/>	
*City <input type="text" value="Iowa City"/>	*Zip/Postal Code <input type="text" value="52245"/>	
*Place of Residence Country <input type="text" value="United States"/> State/Province <input type="text" value="Iowa"/> Closest Metropolitan Area <input type="text" value="Iowa City"/>		
*Primary Phone <input type="text" value="3191234567"/>	*Email Address <input type="text" value="jdoe@gmail.com"/>	

The University of Iowa provides preference to qualified veterans as required by [Iowa Code Chapter 35C](#). To request Veterans' Preference, please visit <https://hr.uiowa.edu/veterans-preference> for further information.

Furlough/Reduction In Force Veterans Preference

[Save and Continue](#) [Save as Draft](#)

经历和证书

输入所有经历和证书。

注意 — 如果之前已上传，可能简历中包含一些信息

Applying for: Administrative Services Coordinator (Job Number: 1800004H) Step 3 out of 10 Print/Email

Personal Information Experience & Credentials General Questions Job Specific Questions File Attachments Self Identification Disability Identification eSign

Save and Continue Save as Draft

Experience & Credentials

Education

List the educational experiences below in order from highest to lowest. If you have completed a second major, please select the "Add Education" link below to include it on your application. If you have no diploma or degree, please select "No Degree" from the "Education Level" selection list.

Education 1

*Institution: University of Iowa (UI) (Iowa) [Select](#)

Highest Degree: Yes [Please select Yes if this degree is your highest level achieved.](#)

*Program: Business Administration [Select](#)

Credit Hours: [?](#)

*Education Level: Bachelor's Degree

Start Date: Month Year

Graduation Date: Month Year

☐ Anticipated Graduation Date

[Remove Education](#)

[Add Education](#)

Work Experience

List any current, prior, or volunteer experiences below, starting with the most recent. Please enter "N/A" if you have no experience to list.

Work Experience 1

*Employer: Mediacom [Select](#) ☒ Current Job

*Job Function: Administrative [Select](#)

Full Time/Part Time: Full Time

Job Title: Receptionist

Adding education entries
To create one education, click "Add Education". A new section including blank fields appears. Enter any relevant information.

Removing education entries
To remove an education from the list, identify it, then click "Remove Education".

Reordering education entries
To reorder education entries, click "Move Up" or "Move Down" next to each entry until the relevant education reaches the desired position.

Adding work experience entries
To create one work experience, click "Add Work Experience". A new section including blank fields appears. Enter any relevant information.

Removing work experience entries
To remove a work experience from the list, identify it, then click "Remove Work Experience".

Reordering work experience entries
To reorder work experience entries, click "Move Up" or "Move Down" next to each entry until the relevant work experience reaches the desired position.

Adding certifications
To add a certification, click "Add Certification". A new section including blank fields appears. Enter any relevant information.


Removing certifications
To remove a certification from the list, identify it, then click "Remove Certification".

Reordering certifications
To reorder certification entries, click "Move Up" or "Move Down" next to each entry until the relevant certification reaches the desired position.

选择“Add Education”或“Add Work Experience”，添加更多教育背景或工作经历

一般问题

回答以下问题

Applying for: Administrative Services Coordinator (Job Number: 1800004H) 

Step 3 out of 9 [Print/Email](#)

Experience & Credentials

General Questions

Job Specific Questions

File Attachments

Self Identification

Disability Identification

eSignature

Review Submit

Save and Continue

Save as Draft

General Questions

Questionnaire

To help us better know you and further assess your qualifications for this position, please answer the following questions as accurately as possible.

*1.Are you 18 or older?

☐ Yes

☐ No

*2.Are you currently employed or have you been previously employed at The University of Iowa, other Regents Institutions or any other state of Iowa agencies?

☐ Yes

☐ No

*3.Are you currently enrolled anywhere as a student?

☐ Yes

☐ No

*4.Are you legally authorized to work in the U.S. and at The University of Iowa?

☐ Yes

☐ No

Save and Continue

Save as Draft

具体职位问题*

在本部分中，请回答任何有关具体职位的问题。问题的内容可能因职位而异

Applying for: **Administrative Services Coordinator (Job Number: 1800004H)** Step 4 out of 9 [Print/Email](#)

[General Questions](#) **Job Specific Questions** [File Attachments](#) [Self Identification](#) [Disability Identification](#) [eSignature](#) [Review and Submit](#)

[Save and Continue](#) [Save as Draft](#)

Job Specific Questions

Questionnaire

Please answer the following questions as accurately as possible.

1. What are your salary/compensation expectations for this position?

\$40,000/year

Negotiable in interview

[Save and Continue](#) [Save as Draft](#)

* 注意 — 并非所有职位都会出现这一条

文件附件

选择“Choose File”，在此处添加其他文件（简历、求职信和推荐人等）作为附件。

要将其附加到您的应用程序，请确保在选定文件后按下“Attach”

Jane Doe, you are signed in. My Account Options

My Job Cart (0 items) Sign Out

Job Search

My Jobpage

Applying for: Administrative Services Coordinator (Job Number: 1800004H)

Step 5 out of 9 Print/Email

General Questions

Job Specific Questions

File Attachments

Self Identification

Disability Identification

eSignature

Review and Submit

Save and Continue

Save as Draft

File Attachments

Attachments

You can attach files to the candidate record (e.g.: cover letter, resume/CV, references, transcripts, etc.). Once a file is attached, you can overwrite it by attaching a file with exactly the same name and extension.

1

Select the file to attach

Choose File

No file chosen

Comments about the file

2

Attach

Tips

You cannot attach a file that exceeds the allocated limit of 5120 kilobytes. You can attach a maximum of 25 files, one at a time.

The search tool that recruiters use to search for candidates will not be able to analyze the content of some attached files, mostly image files and compressed files (.zip).

Attaching files

To attach a file, click "Browse" and select the file you want to attach. Then, click "Attach".

Deleting files

To delete a file, in the list of files already attached, select the file you wish to delete. Then, click the corresponding "Delete" button.

This section displays basic information regarding the files attached to the candidate record. You can delete some or all the files. The "Relevant Files" column allows you to select the files relevant to this job submission. Also, please indicate which of the attached documents is your Resume/CV.

Relevant Files	Resume/CV	File Name	Date	Comments	Actions
<input type="checkbox"/>	<input type="checkbox"/>	Transcript.docx	9/4/18	Transcript from when I attended U of Iowa	Delete

Save and Continue

Save as Draft

自我鉴定和伤残鉴定

此信息为自愿填写，即使选择不填写，也不会受到不利对待。

Applying for: Administrative Services Coordinator (Job Number: 1800004H) Step 6 out of 9 Print/Email

General Questions Job Specific Questions File Attachments Self Identification Disability Identification eSignature Review and Submit

Save and Continue Save as Draft

Self Identification

Diversity

Please provide the information requested in the fields below regarding diversity.

The University of Iowa is a federal contractor. To meet federal reporting obligations, we request information from job applicants about their race, ethnicity, sex, disability status, and veteran status. Providing this information is voluntary; if you do not provide it, you will not be subject to any adverse treatment. The information will be kept confidential and will not be seen by the hiring department. The information will be used in accordance with federal and state laws, regulations, and executive orders. Required annual reports of applicants to the federal government for civil rights enforcement purposes will be done in the aggregate only; individuals will not be identified.

Protected veteran categories include the following:

Disabled Veteran:

- a veteran of the U.S. military, ground, naval, or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs, or

1. Sex:

☐ Female

☐ Male

☐ I do not wish to answer

2. Age: Are you age 40 or older?

☐ Yes

☐ No

☐ I do not wish to answer

3. Hispanic or Latino Ethnicity (select one response):

☐ Hispanic or Latino - Persons of Cuban, Mexican, Puerto Rican, Central or South American, or other Spanish culture or origin, regardless of race

☐ Not Hispanic or Latino

☐ I do not wish to answer

4. Race (select one or more):

☐ American Indian or Alaska Native: Persons having origins in any of the original peoples of North and South America (including Central America) and who maintain tribal affiliation or community attachment

☐ Asian: Persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam

☐ Black or African American: Persons having origins in any of the black racial groups of Africa

☐ Native Hawaiian or other Pacific Islander: Persons having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands

☐ White: Persons having origins in any of the original peoples of Europe, the Middle East, or North Africa

Voluntary Self-Identification of Disability

Form CC-305
OMB Control Number 1250-0005
Expires 1/31/2020
Page 1 of 2

Why are you being asked to complete this form?

Because we do business with the government, we must reach out to, hire, and provide equal opportunity to qualified people with disabilities.¹ To help us measure how well we are doing, we are asking you to tell us if you have a disability or if you ever had a disability. Completing this form is voluntary, but we hope that you will choose to fill it out. If you are applying for a job, any answer you give will be kept private and will not be used against you in any way.

If you already work for us, your answer will not be used against you in any way. Because a person may become disabled at any time, we are required to ask all of our employees to update their information every five years. You may voluntarily self-identify as having a disability on this form without fear of any punishment because you did not identify as having a disability earlier.

How do I know if I have a disability?

You are considered to have a disability if you have a physical or mental impairment or medical condition that substantially limits a major life activity, or if you have a history or record of such an impairment or medical condition.

Disabilities include, but are not limited to:

• Blindness	• Autism	• Bipolar disorder	• Post-traumatic stress disorder (PTSD)
• Deafness	• Cerebral palsy	• Major depression	• Obsessive compulsive disorder
• Cancer	• HIV/AIDS	• Multiple sclerosis (MS)	• Impairments requiring the use of a wheelchair
• Diabetes	• Schizophrenia	• Missing limbs or partially missing limbs	• Intellectual disability (previously called mental retardation)
• Epilepsy	• Muscular dystrophy		

Please check one of the boxes below:

☐ YES, I HAVE A DISABILITY (or previously had a disability)

☐ NO, I DON'T HAVE A DISABILITY

☐ I DON'T WISH TO ANSWER

Your Name Today's Date

Save and Continue Save as Draft

电子签名

Jane Doe, you are signed in. [My Account Options](#) [My Job Cart \(0 items\)](#) [Sign Out](#)

[Job Search](#) [My Jobpage](#)

Applying for: [Administrative Services Coordinator \(Job Number: 1800004H\)](#) [Step 8 out of 9](#) [Print/Email](#)

[General Questions](#) [Job Specific Questions](#) [File Attachments](#) [Self Identification](#) [Disability Identification](#) [eSignature](#) [Review and Submit](#)

[Save and Continue](#) [Save as Draft](#)

eSignature

eSignature

Please read the following statement carefully, then acknowledge that you have read and approved it by providing the information requested at the bottom of the page. Please note that an esignature is the electronic equivalent of a hand-written signature.

Before submitting your application to The University of Iowa, you must read and agree to the following statement:

I hereby certify that the statements and information contained in this application form are true and correct to the best of my knowledge and belief, and I authorize the University of Iowa to investigate all statements or information contained in this application form and any attachments with it, unless I have stated in writing to the contrary.

I understand and agree that:

- Any misrepresentation, falsification or material omission of information on this application may result in my failure to receive an offer, or, if I am hired, in my dismissal from employment.
- All offers of employment are conditioned on the provision of satisfactory proof of an applicant's identity and legal authority to work in the U.S.
- A background check, including a credential and/or criminal background check, may be conducted and an offer of employment may be conditioned on the results.

Do Not E-Sign Until You Have Read The Above Statement.

By my eSignature below, I certify that I have read, fully understand and accept all terms of the foregoing statement. Please signify your acceptance by entering the information requested in the fields below.

*Please enter your full name:

[Save and Continue](#) [Save as Draft](#)

在此处为您的申请签字

审查并提交

请务必审查个人档案的所有信息再提交。按下“提交”后，即成功申请该职位。

Jane Doe, you are signed in. My Account Options

My Job Cart (0 Items) Sign Out

Job Search

My Jobpage

Applying for: Administrative Services Coordinator (Job Number: 1800004H)

Step 9 out of 9 Print/Email

General Questions

Job Specific Questions

File Attachments

Self Identification

Disability Identification

eSignature

Review and Submit

Submit

Save as Draft

Review and Submit

The following information will be submitted after you click the Submit button. Where an Edit link is displayed, you can modify the corresponding information.

Personal Information | Edit

Source Tracking

Source Type
Source

Social Network
LinkedIn

Personal Information

Full Name
Street Address (line 1)
Address (line 2)
City
Zip/Postal Code
Place of Residence
Primary Phone
Email Address
Furlough/Reduction In Force
Veterans Preference

Jane Doe
123 Iowa Ave

Iowa City
52245
Iowa City
3191234567
jdoe@gmail.com

Experience & Credentials | Edit

Education

Institution
Highest Degree
Program
Credit Hours
Education Level
Start Date

University of Iowa (UI) (Uiowa)
Yes
Business Administration

Bachelor's Degree

eSignature | Edit

eSignature

Signed by:
Date:

Jane Doe
9/5/18

Submit

Save as Draft

您可在您的职位页面下查看任何已完成或草稿状态的已提交职位。

Jane Doe, you are signed in. [My Account Options](#)

[Job Search](#) **My Jobpage**

[My Submissions](#) | [My Job Cart](#) | [My Saved Searches](#) |

My Submissions (1 job submissions found)

This page displays all relevant details related to your draft and completed submissions.

Submissions per page:
25 ▼

Draft Submissions

Custodian I - Full-time
Iowa City
Job Posting : Sep 12, 2018 – Job Number: 18000461
Job Status: Active (Accepting Job Submissions)
[Finish Draft Submission](#) | [Withdraw](#)

My Submissions - Page 1 of 1 [Previous](#) | **1** | [Next](#)

[Withdraw All Submissions](#)

要继续申请其他空缺职位，请单击“Job Search”，然后您将返回至空缺职位。