NEW USERS

Welcome to the State of Alabama Personnel Department’s
Online Employment System

The OES system is an easy and convenient alternative to hand written paper applications.

Once you have created your OES profile you will be able to:
- Save and print your application for job announcements that are NOT eligible for online submission
- Save and submit your application for job announcements that are eligible for online submission
- Receive email notifications for job announcements that are now accepting applications
- View your employment records online (if applicable)

Click Create an OES Member Account

- Create a unique User ID (if the User ID you’ve chosen is already taken, the system will notify you).
- Create and enter a memorable password; reenter password.
- Enter your 9 digit social security number; it is vital that you enter the correct social security number, twice.
- Enter the E-mail address you would like to be registered to your account, twice.
- Enter your date of birth and your name.
- Select 3 security questions and the answers to your secret questions; then click create account.
Once you have created your OES account, you can click on the link to log in.

Click the home button at the top of the page to return to the login screen or click Log In.

Enter your UserID and Password then click Log In.

Once you log in, you will be directed to the home page.
This is where you will create your Profile and apply for qualifying jobs.

Click this link to begin creating your profile/application.
Frequently Asked Questions

1. What if I don’t want to make a profile?

- If you don’t want to make an online profile, you can fill out a paper application. Once you have completed the paper application you can hand deliver it, mail it, or fax it to state personnel. Applications can be faxed to (334) 242-1110 or mailed to:

   64 North Union Street
   P.O. Box 304100
   Montgomery, AL 36130

2. Can I submit one paper application for multiple jobs?

   No, a separate application is required for each job.

3. I created a profile, what’s next?

   - Now that your profile has been created; you will search for a job that you qualify for. Simply creating a profile does not submit your application for a job.

4. How do I find Job Announcements through the Online Employment System?

   - Once you have created your profile, log in, and you will see the screen below. Here you will click the link circled below and you will be taken to the SPD Exam Announcements/Job Listings page.
5. How do I know if I can apply for a job online?

If the job you intend on applying for has “Print!” next to it, this application must be printed out and turned into State Personnel. If the job has “Apply Online!” next to it, you may apply online.

6. What does “Continuous” mean?

Continuous Exam Announcements are opened with no pre-determined close/expiration date. Examinations are conducted at frequent intervals and names are added to the eligible register if they qualify.

7. What does “Current” mean?

Current Exam Announcements are opened with a close/expiration date. Applications will only be accepted during this period and no names will be added to the register until after the close/expiration date.

8. How do I find out what register I appear on and my ranking?

- Once you log into your OES profile, you will be taken to the page shown below. The red box below is where you would view what registers you appear on. To find your ranking on each register click the blue image next to the job class.