

UIC Employment Opportunities – Returning Applicants

Checking Status of Position | Exam Score

jobs.uic.edu

Things to Remember:

All application correspondence will be sent via e-mail.

Application Assistance is available:

UIC HR Welcome Center

Phone: (312) 996-0840 | Email: uic hrwelcomecenter@uic.edu

Technical Support:

HR Help Desk

Phone: (312) 413-4848 | Email: uic hrhelpdesk@uic.edu

Specific Exam Questions:

Testing Services

Phone: (312) 996-4726 | Email: uic hrtestingservices@uic.edu

Questions about Position:

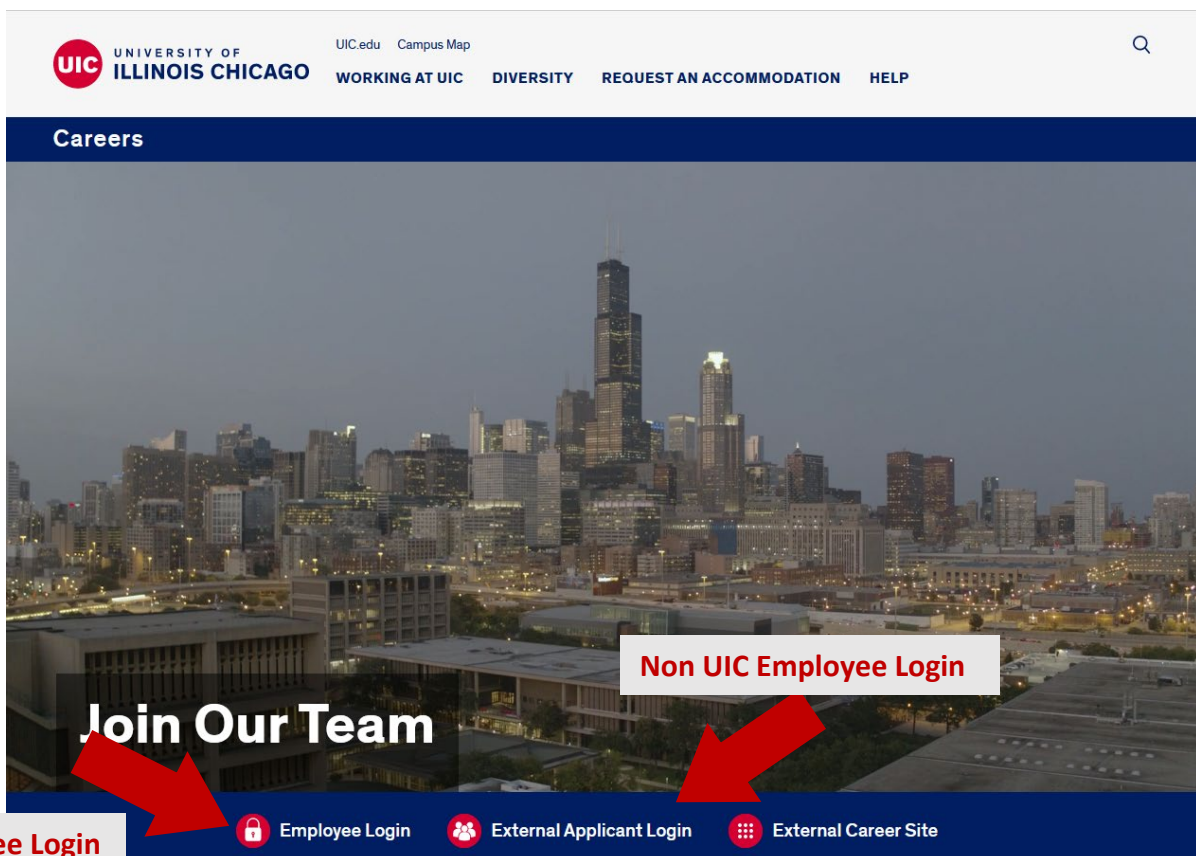
Contact the Recruiter (or Hiring Department) handling
the position that has been applied to.

Returning Applicants – UIC Employees:

- **Log in via the Employee Login** with the appropriate NetID and password.
 - *Forgotten or Expired password?*
 - Click the **Forgotten or expired password?** link and follow the instructions.
 - Contact **Technology Solutions** (312.413.0003 / consult@uic.edu) to further assist in resetting your password.

Returning Applicants – External Applicant (Non UIC Employees):

- **Log in via the External Applicant Login** with the appropriate e-mail and password.
 - *Forgot your password?*
 - Click the **Forgot password or need to create a password** link and follow the instructions.
 - Contact the **HR Help Desk** (312.413.4848 / uichrhelpdesk@uillinois.edu) to further assist in resetting your password.



- You are now ready to start checking the status of a position!
- At the top of the page:
 - External Applicant (Non UIC Employee): Click on **My Profile**
 - UIC Employees: Click on **My Jobs**

UIC UNIVERSITY OF ILLINOIS CHICAGO External Applicant (Non UIC Employee) Career Site

Sign Out **My Profile** English (US)

Enter a job title or keyword Location Search

Current Employees Apply Here

Please Note: All postings close at 6:00pm CDT on the posting close date.

Filters Reset

City

☐ Chicago (103)

☐ Peoria (12)

☐ Rockford (2)

Date Posted

☐ Within 1 day (5)

Current Openings

Child Teaching Assistant: Marketing Technology Initiative
Chicago, IL, United States
7/26/2022

Early Childhood Development Policy
Chicago, IL, United States
7/26/2022

Crime Field Technician
Rockford, IL, United States
7/26/2022

UIC UNIVERSITY OF ILLINOIS CHICAGO UIC Employee Career Site

Search Jobs Search

Search Location Search

Filters Reset

City

☐ Chicago (101)

☐ Peoria (10)

☐ Rockford (2)

Full-Time/Part-Time


113 Jobs Found


Sort By: Date Posted

Job Title	Location	Date Posted
Neuroscience/Behavioral Sciences Graduate Course Teaching	Chicago, IL, United States	Today
Early Childhood Development Policy	Chicago, IL, United States	Today
Advanced Practice Registered Nurse, Nurse Practitioner - Neuroscience	Chicago, IL, United States	Today


- Viewing your profile will allow you to see all applications, which includes their “review status”.


(Career Site profile example)


 UNIVERSITY OF
ILLINOIS CHICAGO


Welcome, 

[Check Exam Status](#) [Search Jobs](#) [Options ▾](#)



 [\(773\) 997-3000](#)

 [vicki.klein@uic.edu](#)

 My data is searchable for other positions.

My Tasks

Pending ▾



Application Status

All ▾

Complete

[Critical Support Specialist](#)

Req ID : [100000](#) Last Modified : [10/10/2020](#) Review Status : In Review

Position Title

Status of application

- From your profile page, you will be able to check your exam status.
- At the top of the page, click on **Check Exam Status**

UIC UNIVERSITY OF ILLINOIS CHICAGO

Welcome, [Name]!

Check Exam Status Search Jobs Options ▼

[Name]
[Phone Number]
[Email Address]
My data is searchable for other positions.

My Tasks

Pending ▼

Application Status

All ▼

Complete **Online Support Specialist**
Req ID : [ID] Last Modified : [Date] Review Status : In Review

- You will be brought to the **Exam Request Status** page.
 - Please review the page carefully and see the “Status Notes” at the side of the page for an explanation on what the status of the exam requests mean.

UNIVERSITY OF ILLINOIS SYSTEM Close

CIVIL SERVICE ACTIVITY: **Exam Request Status** Exam History Active Registers

☐ include canceled requests and no shows Order by: Date requested ▼

Classification	Date requested	Status	Details
CHICAGO		Denied	
Position #: CE1501 Dept: Univ Counsel - UIC CHICAGO		Preparation	

Status Notes

Denied: All denials are followed by Letters of Explanation via email.

No-show: If you did not take a scheduled exam, you will be marked as a 'no-show.' A pattern of canceling, rescheduling, or failing to keep exam appointments may result in disqualification to request exams for a period of time.

Exams will be listed here!

Explanation of what the status of the exam requests mean

For questions or help, contact: UICHRCEXaminquiries@uic.edu

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- At the top of the page, click on **Exam History**
 - Please review the page carefully and see the “Status Notes” at the side of the page for an explanation on what the exam scores mean.

UNIVERSITY OF ILLINOIS SYSTEM Close

CIVIL SERVICE ACTIVITY: Exam Request Status **Exam History** Active Registers

Showing 1 - 3 of 3 Order by: Test date ▼

Classification	Test date	Pass/fail	Score
[Blurred]	[Blurred]	[Blurred]	[Blurred]
[Blurred]	[Blurred]	[Blurred]	[Blurred]
[Blurred]	[Blurred]	[Blurred]	[Blurred]

Exams will be listed here!

About Exam Scores
The exam score represents the graded score (which may or may not have multiple components).

- At the top of the page, click on **Active Registers**
 - Any current positions on all active registers are listed here. Please review the page carefully.

UNIVERSITY OF ILLINOIS SYSTEM Close

CIVIL SERVICE ACTIVITY: Exam Request Status Exam History **Active Registers**

[Blurred content]

Registers will be listed here!

Feel free to continue to look on the Career Site for other employment opportunities. You can submit multiple applications in one day.

Don't forget to complete these steps to prepare to leave our station:

- Did you save anything to our computer?
 - If so, please delete the items (and delete the trash). We wouldn't want anyone to be able to access your documents.
- Did you log into any other websites besides our Job Board?
 - If so, please ensure that you logged out of those websites. We wouldn't want anyone to accidentally be able to access your accounts.
- Please go ahead and log out of our UIC HR Job Board
 - Again, we would not want anyone to be able to access your account by staying logged into the website.

We hope to see you again soon!

Best Wishes,

UIC HR Welcome Center



HUMAN RESOURCES