THE UNIVERSITY OF
ALABAMA® | *School of* Social Work

State of Alabama Job Application Process

State Agencies with Social Work Positions (in alphabetical order)
Alabama Department of Corrections
Alabama Department of Human Resources
Alabama Department of Mental Health
Alabama Department of Youth Services

Review Alabama State Personnel Department (ASTD) for Employment Opportunities
Step 1: When on the ASPD homepage, click on "Become a State Employee" hyperlink and graphic.

Step 2: Completely read through the Application Process page, including…
   a. "The Merit System"
   b. "How to Apply"
   c. "How You Are Rated"
   d. "How Appointments Are Made"

Step 3: Click on and read through the Employment Guide.

Step 4: Click on the hyperlink and download the Application Form.

Step 5: Go to Career Opportunities and peruse these categories:

   ➢ Application Process
   ➢ Job Announcements
   ➢ Hot Jobs
   ➢ Job Alert Mailing List
   ➢ State Application

After thoroughly reading through and downloading all the materials in Career Opportunities, click on the "Job Mailing List" which will take you to a page filled with potential jobs
   1. Click on "select" to be taken to a specific job
   2. Provide email to receive notifications when businesses are open to receiving applications.

Under the same "Career Opportunities" tab, click on "Hot Jobs" which will take you to a page with a search bar that can be utilized to specify the job search.