



New Users: Requesting a User Account

The Hiring Manager site is for authorized employee use only! Applicants, please visit our online employment system, www.fairmontstatejobs.com to review and apply to job postings.

If you are a Staff/FEAP employee or a Faculty/Staff Hiring Manager and do not already have a user account, please go to the hiring manager's site at www.fairmontstatejobs.com/hr and click "Create User Account," an option located under USERS in the left navigation bar. Once you are on the Create User page, please complete the information to create your account and submit for approval. You will be notified by HR if the account has been approved.

If you have any questions about receiving authorization to use the Hiring Manager site, please contact the Human Resources Office at 304-367-4831 or hr@fairmontstate.edu.

ARE YOU A MEMBER OF A SEARCH COMMITTEE? If so, please do not create a request for a user account. The supervisor/hiring manager for the search can provide you with a "guest user account" so that you may log in and complete your review.