

## How To Apply

To apply for a job at Selma University individuals must complete an Application for Employment; available in the Business Office or online via fillable PDF format.

(Application for Employment) for instructors, (Dean Angion)

(Application for Employment) for all other positions, (Business Office)

It is the responsibility of the applicant to contact the Office of Human Resources to request consideration for current openings. Applicants may submit a résumé in addition to their completed Application for Employment. However, résumés will not be accepted in lieu of the completed Application for Employment.

Upon completion of the Application for Employment, please print and sign both pages on the form before e-mailing or hand-delivering application materials to the Business Office. A signed Application for Employment and unofficial degree conferring transcripts must be received by the Business Office for formal consideration.

Please submit application materials by the announced deadline if applying for a posted position. Applications will remain active for a period of one (1) year from the date the application was received by the Office of Human Resources.

**Note: INCOMPLETE APPLICATIONS WILL NOT BE ELIGIBLE FOR CONSIDERATION.**

Please return completed application materials to:

Selma University

Business Office

1501 Lapsley Street

Selma, AL 36701

Phone #: (334) 872-2533 ext. 105

Fax #: (334) 872-7746