

Angela D. Alsobrooks  
County Executive

# Creating a NEOGOV Account

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YOUTH@WORK

SUMMER YOUTH ENRICHMENT  
PROGRAM

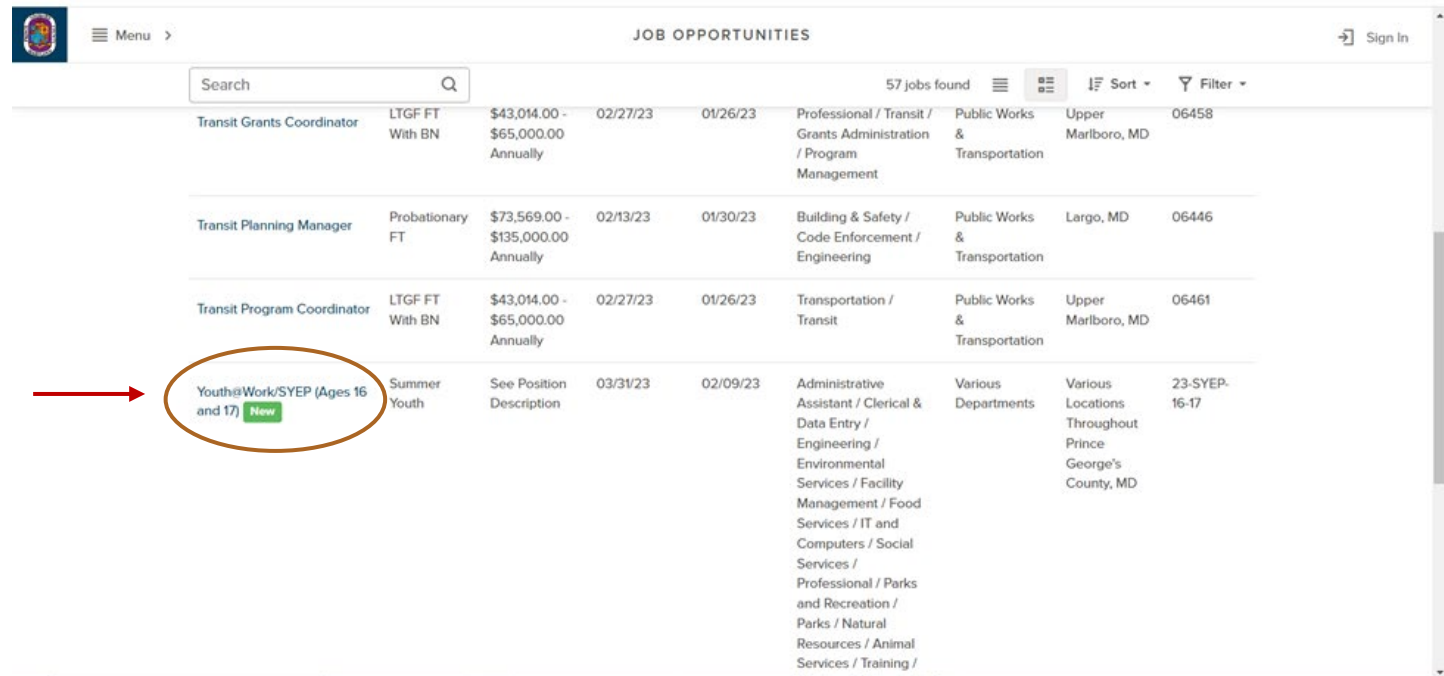


# Locate the Job Opportunity

On the County Employment site, you will find a list of all job opportunities that are available.

Locate the job titled Youth@Work/SYEP.

There are 3 jobs, so click on the job for your age group.



The screenshot shows a web interface for 'JOB OPPORTUNITIES' with a search bar and a list of 57 jobs found. The jobs are displayed in a table with columns for job title, employment type, salary, dates, department, and location. The job 'Youth@Work/SYEP (Ages 16 and 17)' is highlighted with an orange circle and a red arrow pointing to it.

Job Title	Employment Type	Salary Range	Start Date	End Date	Department	Location	Job ID
Transit Grants Coordinator	LTGF FT With BN	\$43,014.00 - \$65,000.00 Annually	02/27/23	01/26/23	Professional / Transit / Grants Administration / Program Management	Public Works & Transportation	Upper Marlboro, MD 06458
Transit Planning Manager	Probationary FT	\$73,569.00 - \$135,000.00 Annually	02/13/23	01/30/23	Building & Safety / Code Enforcement / Engineering	Public Works & Transportation	Largo, MD 06446
Transit Program Coordinator	LTGF FT With BN	\$43,014.00 - \$65,000.00 Annually	02/27/23	01/26/23	Transportation / Transit	Public Works & Transportation	Upper Marlboro, MD 06461
Youth@Work/SYEP (Ages 16 and 17)	Summer Youth	See Position Description	03/31/23	02/09/23	Administrative Assistant / Clerical & Data Entry / Engineering / Environmental Services / Facility Management / Food Services / IT and Computers / Social Services / Professional / Parks and Recreation / Parks / Natural Resources / Animal Services / Training /	Various Locations Throughout Prince George's County, MD	23-SYEP-16-17

# Locate the Job Opportunity

Click on the Job Opportunity.

You will see it is a Youth@Work/SYEP position by the program logo.



Click on Apply -the green button in the upper right-hand corner.

Annually			
Transit Grants Coordinator	LTGF FT With BN	\$43,014.00 - \$65,000.00	02/27/23
Transit Planning Manager	Probationary FT	\$73,569.00 - \$135,000.00	02/13/23
Transit Program Coordinator	LTGF FT With BN	\$43,014.00 - \$65,000.00	02/27/23
Youth@Work/SYEP (Ages 16 and 17) <span>New</span>	Summer Youth	See Position Description	03/31/23

**Youth@Work/SYEP (Ages 16 and 17)**

**Salary** See Position Description    **Location** Various Locations Throughout Prince George's County, MD

**Job Type** Summer Youth    **Department** Various Departments

**Job Number** 23-SYEP-16-17

**Closing** 3/31/2023 11:59 PM Eastern

**DESCRIPTION**    BENEFITS    QUESTIONS

Nature and Variety of Work

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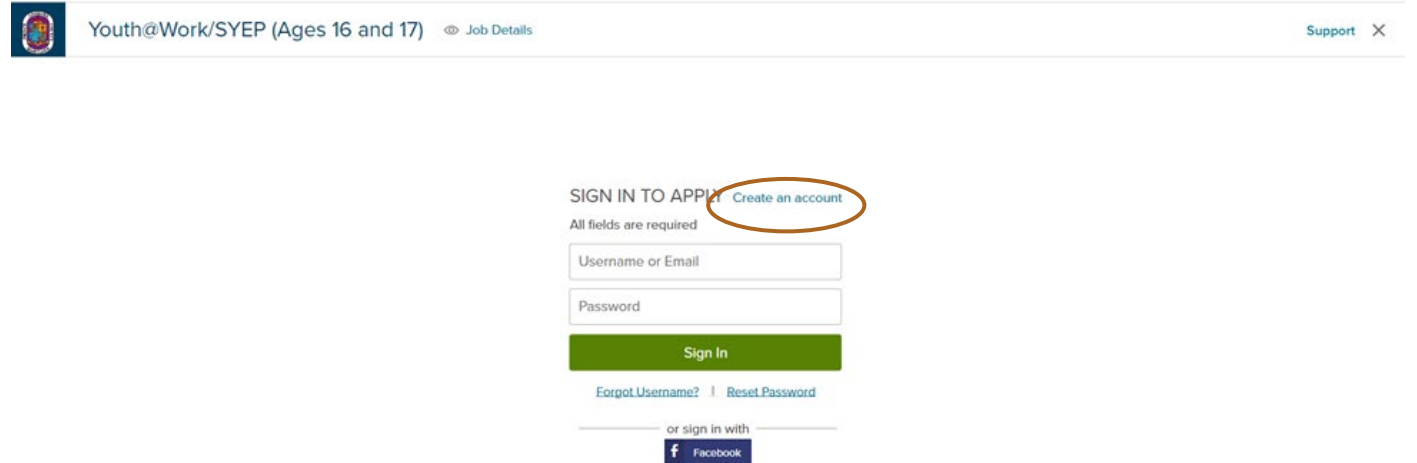
Apply Today for an Opportunity with the

# Create Your NEOGOV Profile

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If you are new to applying for a position, you must first create an account – or profile.

If you have applied in the past, you can Sign In to Apply using your username or email and password. Click on Forgot Username or Reset Password if you forgot.



The screenshot shows the top navigation bar of the NEOGOV website. On the left is the state seal of Florida. The text reads "Youth@Work/SYEP (Ages 16 and 17)" followed by a "Job Details" link. On the right is a "Support" link with a close icon. Below the navigation bar is the sign-in form. The heading is "SIGN IN TO APPLY" with a "Create an account" link circled in orange. Below the heading is the text "All fields are required". There are two input fields: "Username or Email" and "Password". Below these is a green "Sign In" button. Underneath the button are two links: "Forgot Username?" and "Reset Password". At the bottom, there is a section for "or sign in with" featuring a Facebook logo and the text "Facebook".

# Create Your NEOGOV Profile

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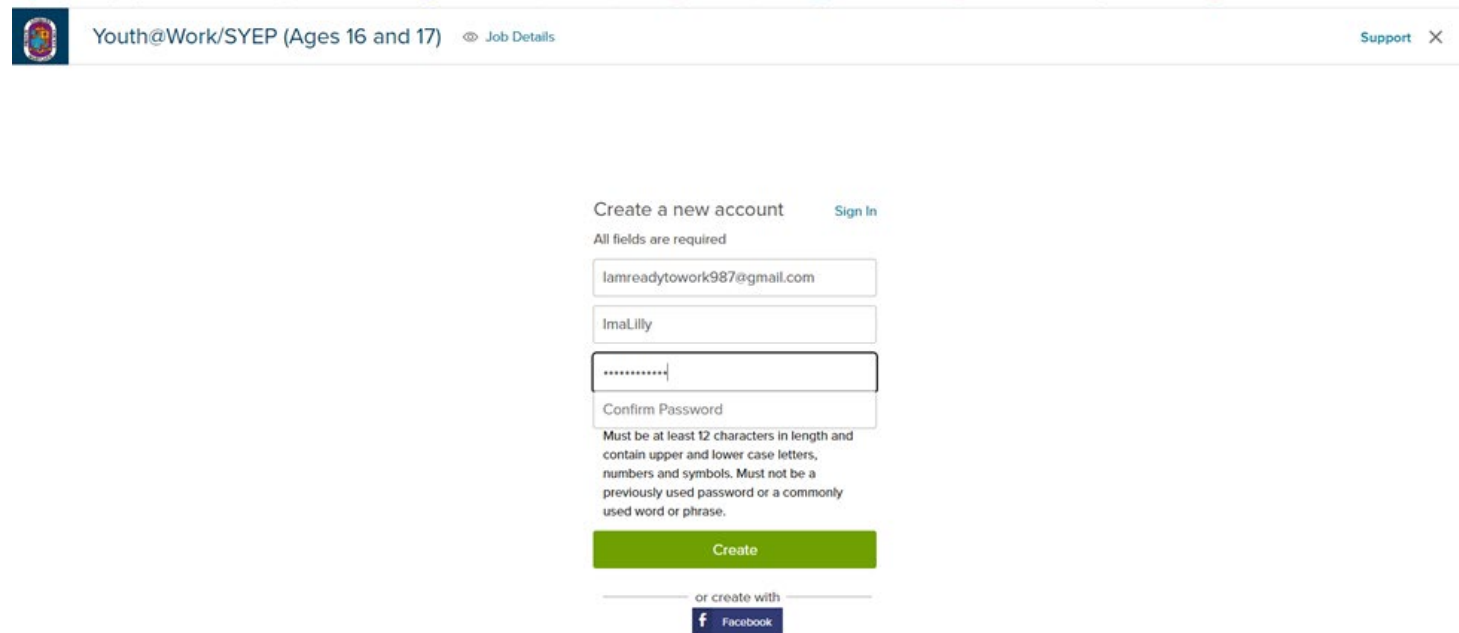
To create a new account

- ✓ Enter your Email
- ✓ Enter a Username
- ✓ Enter a Password

This will be the email where all of your notices regarding the job will be sent.

Be sure you keep track of your login information for future reference.

Click Create



The screenshot shows the top navigation bar of the NEOGOV website. On the left is the state seal of North Carolina. The text reads "Youth@Work/SYEP (Ages 16 and 17)" followed by a "Job Details" link. On the right is a "Support" link with a close icon. Below the navigation bar is the "Create a new account" form. The form has a "Sign In" link. A note says "All fields are required". The form contains four input fields: an email field with "iamreadytowork987@gmail.com", a username field with "ImaLilly", a password field with "\*\*\*\*\*", and a "Confirm Password" field. Below the password fields is a note: "Must be at least 12 characters in length and contain upper and lower case letters, numbers and symbols. Must not be a previously used password or a commonly used word or phrase." At the bottom of the form is a green "Create" button. Below the button is the text "or create with" and a "Facebook" button with the Facebook logo.

# Create Your NEOGOV Profile

You will see a notice to Confirm your email

If you made an error, you may edit your email at this time. Remember, this is the email address where your job notices will be sent.

Menu >

VERIFY YOUR ACCOUNT

Password saved  
You can view and manage saved passwords in [Google Password Manager](#).

Sign In

powered by NEOGOV®

### Confirm your email

We've sent a confirmation link to I\*\*\*\*\*7@gmail.com. [Edit Email](#)

Click on the confirmation link in the email to complete your sign up. The link will expire after 60 minutes.

Didn't get the email? [Resend it](#)

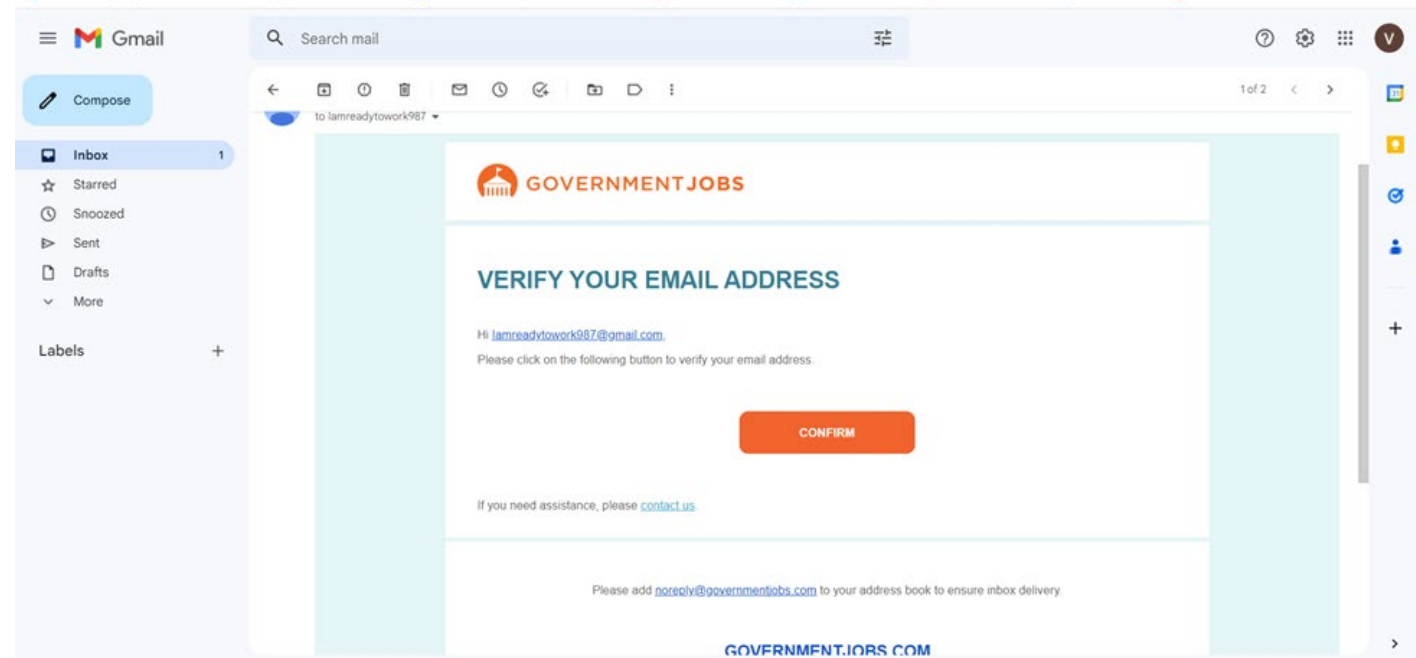


# Create Your NEOGOV Profile

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Log into your email account and you should have received a notice from Government Jobs.

Verify your email address and click Confirm.



# Create Your NEOGOV Profile

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You have just created your account!

Your next step is to complete the job application.



✔ Your account (lamreadytowork987@gmail.com) is verified

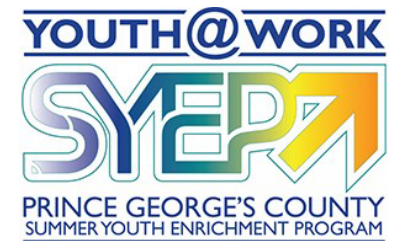


# Questions?

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Contact the Youth@Work/Summer Youth Enrichment Program at:

[SYEP@co.pg.md.us](mailto:SYEP@co.pg.md.us)



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*County Executive*