



How to apply for a position online with the City of Statesville:

1. Open Internet Browser and enter www.statesvillenc.net into the website address bar.
2. Click on "Departments" and Under "Human Resources" Click on "Employment Openings"
3. Please review the information on the Employment Openings page regarding submitting your application online, then click on the link that states:

[CLICK HERE TO VIEW OUR EMPLOYMENT OPENINGS AND/OR TO APPLY FOR ANY POSITIONS ONLINE](#)

4. Click on the position that you are interested in applying for.
5. At the bottom of the next screen, click on the "Apply Now" button.
6. Create your account and follow directions to apply for The City of Statesville's currently open position(s).

Note:

- You will need a current email address for communication purposes
- Your resume as well as any other attachments can be uploaded in the Attachments Section.
- After you create your account and complete your online application, your information will be saved for ease of access to apply for other career opportunities with the City in the future. Make sure to keep up with your username and password for this purpose.
- In order for your application to be submitted, you must click on the "SUBMIT" button at the bottom of the page. You can "SAVE & FINISH LATER", but it is not received by our office until you actually hit the "SUBMIT" Button.
- Once you apply, you should receive a confirmation email between 1-2 business days from receipt of your application to acknowledge that your application has been received and will be reviewed to see if you meet the minimum qualifications for the position.
- If you are selected for an interview, you will receive a phone call and/or email from a member of our staff to schedule an interview.

Thanks for your interest in applying with The City of Statesville!

Nick Turner

Human Resources Generalist

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"Embracing Change and the Opportunity it Brings"
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