

REGISTERING FOR SALT LAKE COUNTY INTERNAL EMPLOYEE JOB APPLICATIONS

Go to jobs.slco.org, click on the button for Current Merit Employees, and then click on “Register Here”



Then you will be prompted to add in a Registration code. Enter in the code below and click next.

Registration Code: **NETSECURE REGISTRATION CODE** for Salt Lake County site:

SALTLAKECO-123

Then you will enter your **first name, last name, Employee ID, and Partial DOB (Month, Day)** and hit confirm.

ADP

Before you register, help us find you in our records.

Registration code* OZBURNTTEST-OHL

What is this?
Ozburn Hessey Logistics

First name*

Last name*

Employee ID*

Birth month and day* October / 21

Then the system will provide you with you User ID the grey box. You will then be asked enter in a password and 3 security questions. You will then hit the register now button at the bottom.

NOTE: When you register, you will receive a different username than the email address that you have entered. (For example, if your slco.org username is usually absmith@slco.org, your username for the career site might be ABSmith1@SALTLAKECO). Please store the username where you can find it later.

Enter your contact information How will this be used by ADP?

Email address* Work Personal

Mobile phone number Country code Work Personal

I authorize ADP to send me text messages regarding my account at the number I have provided, according to ADP's Text Messaging Terms and Conditions.

View your user ID and create a password

User ID* ←

Password* Password Strength: ←

Passwords must be at least 8 characters long and contain at least 1 letter and 1 number. Passwords are case sensitive.

Confirm password* ←

In case you forget your user ID or password

Question 1* ←

Your answer*

Question 2* ←

Your answer*

Question 3* ←

Your answer*

You will see a success message, and that **ADP Recruiting** is one of your available products.

Return to jobs.slco.org, click on Current Merit Employees, and log in.



If you have problems registering, please contact Human Resources at 385-468-0570.