

CAREER FAQs

How do I apply for a job with NTTA?

Navigate to NTTA's Employment site. Click the link to access current job openings. Select the job that interests you by clicking on the Job Title. Information about the job opening will be displayed. You can scroll down to the bottom of the page and click [Apply](#). If you have already registered, you can enter your user name and password to sign in. If you have not registered, click on [Register Now](#) to register as an applicant to apply for a job opening.

What are the recommended browsers?

The recommended browsers are Chrome, IE11, Edge and Safari.

How do I create an account (or register)?

To create an account, click on [New User](#) in the upper right hand corner of the Job Search page or after selecting a job opening and clicking [Apply](#), you can click on [Register Now](#).

How do I know if you received my information?

You will be notified via email when we have successfully received your submission.

Can I apply for multiple positions?

Yes, applicants may apply for more than one position.

I forgot my password. How can I retrieve it?

If you forgot your password, it can be retrieved by clicking on [Sign In](#) and then selecting [Forgot Password](#).

How can I update my personal information (email address, physical address, phone number)?

You can change the email address, physical address and phone number associated with your account by signing in and selecting [My Account](#).

Do I have to submit an application to be considered for a job opening?

Applications must be submitted in order to be considered for a current job opening.

Can I make edits/changes to an application that is submitted?

Submitted applications cannot be edited.

How can I view my submitted applications?

You can view submitted applications by signing in and then selecting [My Activities](#).

Can I save the application and come back to finish?

At any point during the application process, you can select [Save for Later](#) to save the information to be completed at a later date. When you sign back in, select [My Activities](#) to retrieve [Not Submitted Application](#). *Note: Applications must be submitted by the posting close date in order to be considered.*

What if I apply for a job, but I am no longer interested?

You can withdraw your application from consideration by signing into your account, selecting the My Activities tab and then click on the [Withdraw](#) button beside the application in which you are no longer interested.

I have a license or certification that is not listed on the Add Licenses and Certifications page.

The NTTA online application only tracks specific licenses and certifications that are required or preferred for current job openings.

My application timed out. Did my application save?

The application system times out after 20 minutes of inactivity. Portions of the application are saved through an auto-save feature. We recommend saving your application regularly throughout the process. To access a saved application, you can sign in and then select [My Activities](#) to access [Not Submitted Application](#).

If I am selected for the position, what will happen?

Applicants who are selected for an NTTA position will receive a contingent job offer. Contingent job offers are subject to NTTA's pre-employment background check and drug screen process. Upon receiving satisfactory results, candidates will be given a confirmed start date for employment with NTTA.

What happens if I am not selected for the position?

If a position is not immediately available that matches your qualifications, your information will be retained in our database for two years. We encourage you to visit the website frequently for any new positions that become available.

NOTE

All candidates must be in good standing with their TollTag accounts prior to working at NTTA.