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Job Detail 1

Job Detail

The Job Detail page provides the job description and other important information about a job. Applicants can ask employers questions about the job or apply for the job from this page.

See CareerPortal Navigation and Search for more information on basic navigation and available search options.

Ask a question

You can ask an employer a question about a job using the Ask a Question button. Using this button begins a conversation with the hiring employer by opening the I have a question about <job position title> window.

Field	Descriptions
Text box	Type your questions or message into the text box.

Click **Send** to send your question.

Click **Cancel** to return to the previous screen. Click **GO BACK** to return to the previous page.

View Responses

The **Ask a Question** button turns to **View Responses** after you have asked a question about a job position. You can return to the Job Detail page to read and respond to employer responses, or you can click the Messages tab located in the CareerPortal sidebar to view specific or all responses to questions in your inbox.

Apply for the job

- Click Apply Now.
- The Apply for the Job page will display.
- After you have applied for a job, **Apply Now** is replaced with the date and time you completed the application.

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