Retrieving Your UserID and Password

Delaware Employment Link

Forgot your UserID or Password?

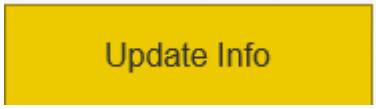
Follow these quick instructions to retrieve your sign-in credentials.

If you are applying for a new job, signing into "My Applications", or scheduled for an online test, you will need to **know your UserID and your password** for the system.

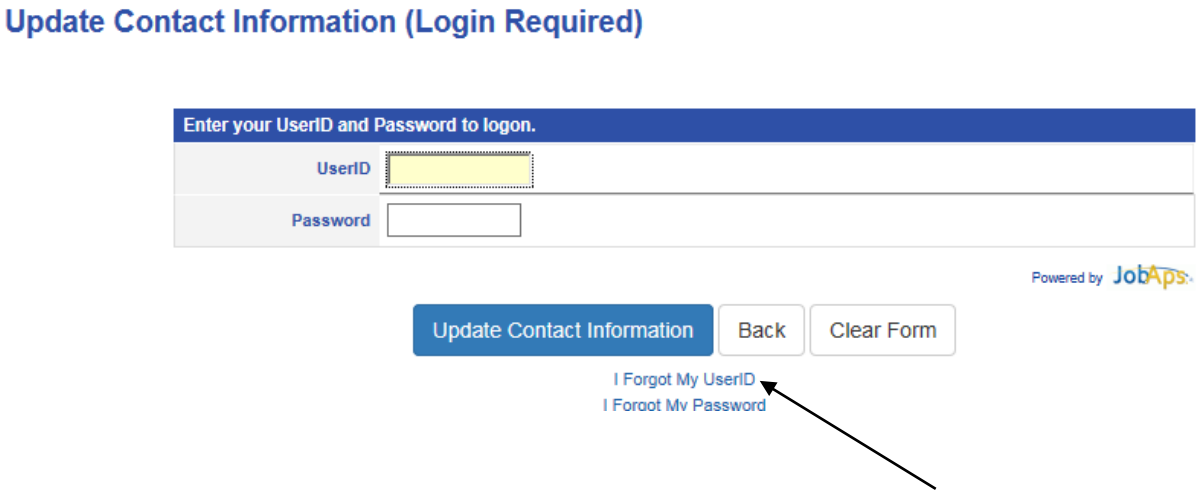
USER ID RETRIEVAL:

If you have forgotten your UserID, there are a couple of ways to retrieve your ID.

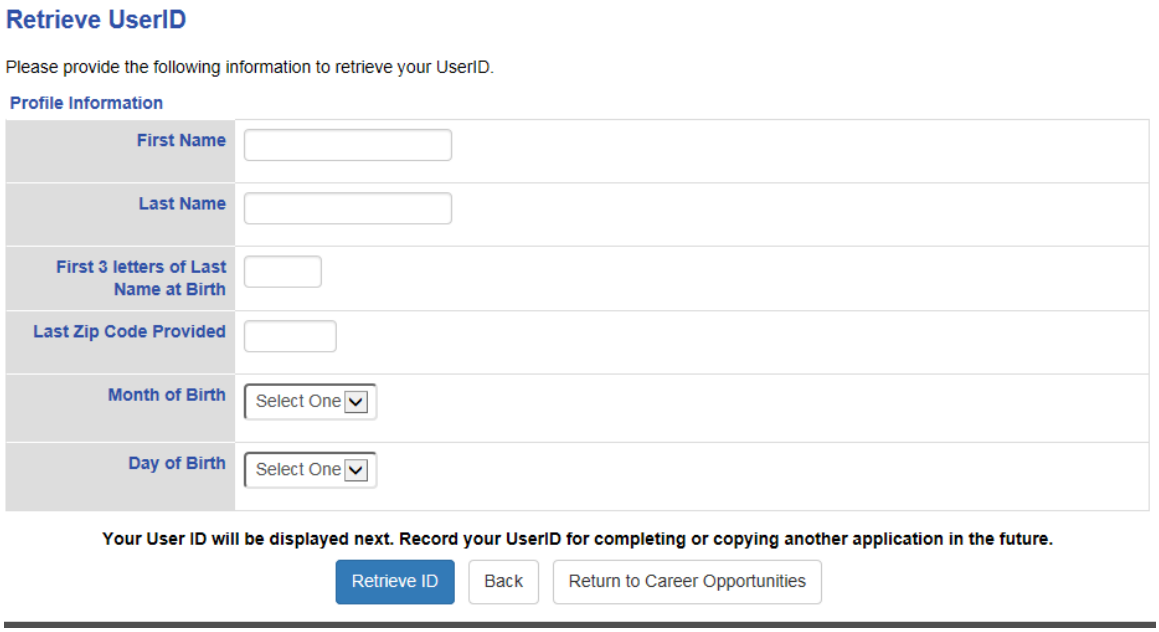
If you are on the Home page http://statejobs.delaware.gov/ Select the Update Info button



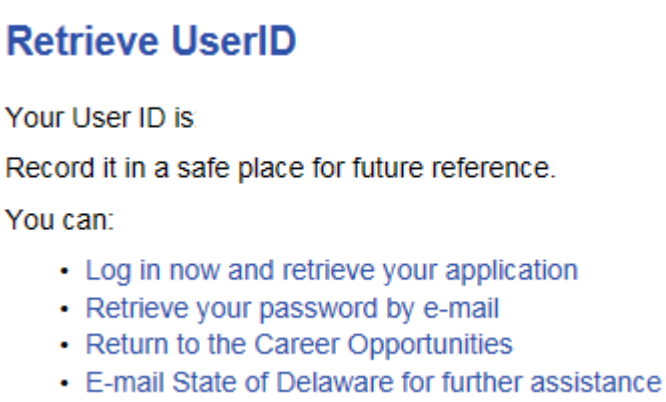
It will direct you to login:



Select the words I Forgot My UserID
And you will see this screen:

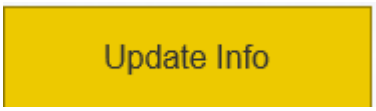


Enter all of the information and select “Retrieve ID”
You will then see this:

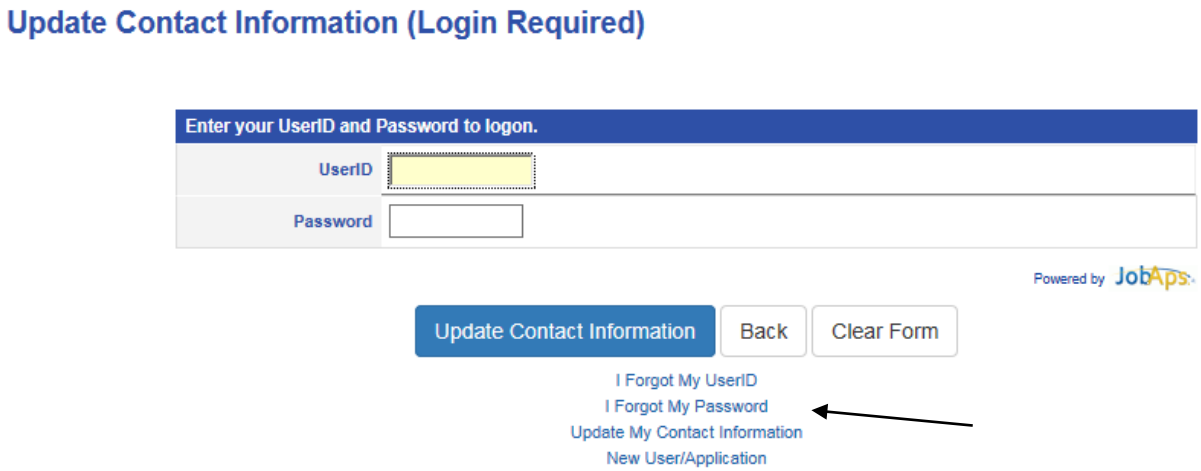


Password Retrieval:

If you forget your password, you can retrieve it also by selecting

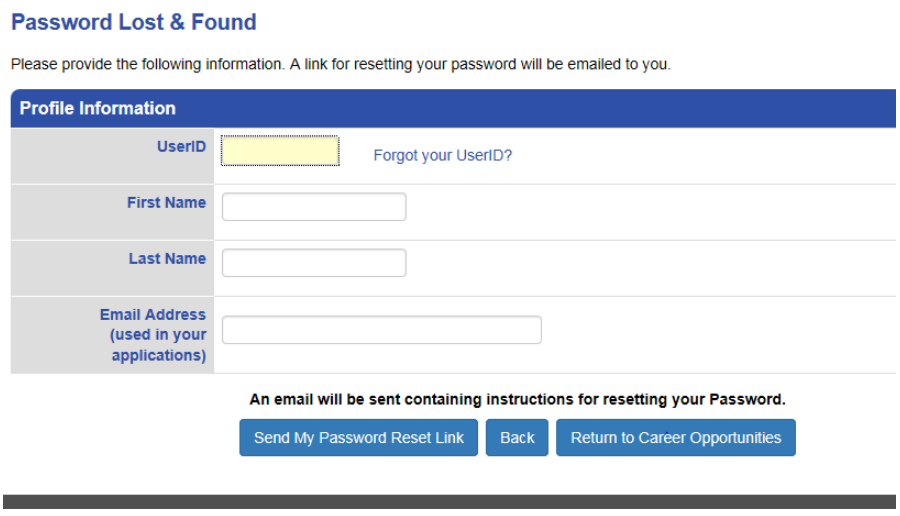


It will direct you to login:



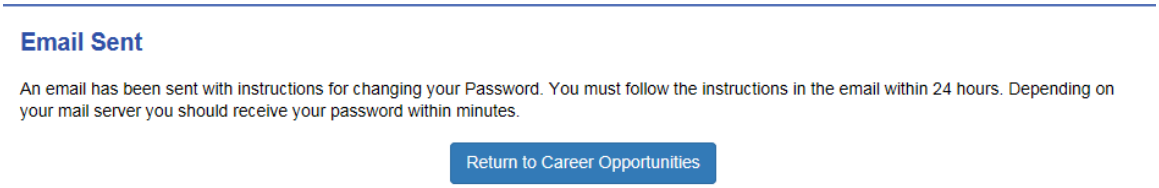
Select the words
I Forgot My Password

You will see this screen:

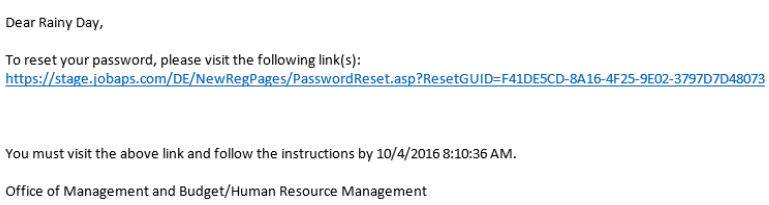


Enter all of the information and select the blue box “Send My Password Reset Link” and you will get an e-mail that will include a link to reset your own password.

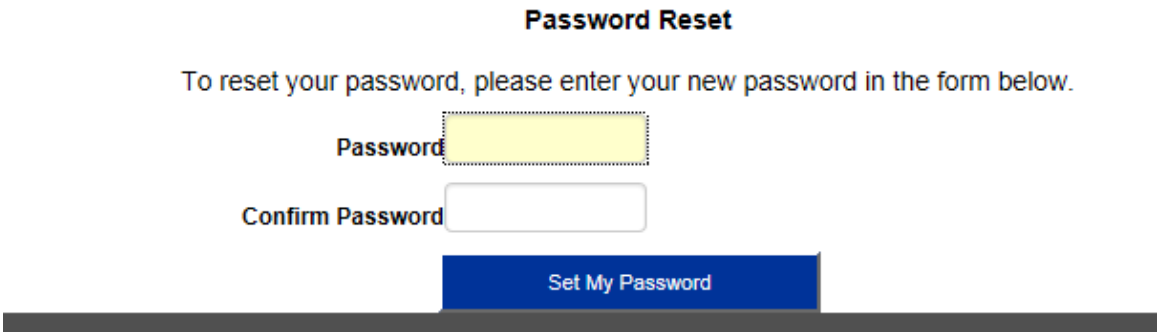
Onscreen you will see this to confirm the email was sent:



When your e-mail arrives from jobs@state.de.us and it will include a link to reset. The email will look like this:

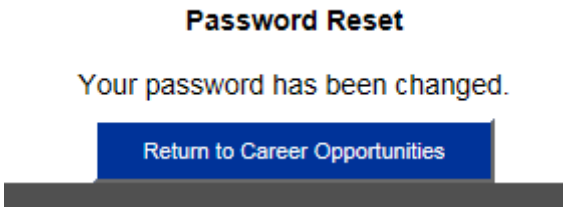


Select the link and enter and confirm your new password and then select “Set my Password to change your password:



Remember your password should contain a minimum of 8 characters and must include both letters and digits.

The system will confirm that the password has changed:



If you need additonal assistance, contact us at jobs@state.de.us or call 302-739-5458.