

## HOW TO APPLY FOR JOBS ON-LINE AT SOUTHERN COMPANY & OUR SUBSIDIARIES

Alabama Power, Georgia Power, Gulf Power, Mississippi Power,  
Southern Nuclear, SouthernLINC Wireless

(Non-employees)

### SEARCH & APPLY FOR JOBS

1. Log on to the website... [www.southerncompany.com](http://www.southerncompany.com) (click on “Careers” at the top of the page)
2. In the box “Apply for Opportunities” click on the word that best describes the type of position you are looking for:



3. Select the desired search criteria and click “Search for Jobs” or scroll down to view all current openings
4. Click a Job Title to view the job description and other details
5. Click “Apply” to begin the job submission process
6. Login or if you are a new user follow these easy steps:
  - a. Click “New User” button
  - b. Read and accept the Privacy Agreement
  - c. Enter a user name
  - d. Enter a password
  - e. Re-enter your password and click “Register”
  - f. Click “Login” and create a security question and answer (this will help you retrieve a forgotten password)
7. Complete the job submittal process by following the instructions on each screen. The following statement will appear once you have successfully completed all steps in the process:

**Congratulations! Process Completed**

Please hold on to your user name and password so you can easily log into the system the next time you visit.

### CREATE A PROFILE

Create a profile if you would like to receive automatic communications of newly posted jobs that match your specific interests. Follow these easy steps:

1. On the Job Search page, scroll down until you see “Create / access My Profile” on the right side of the screen and click on that link. It looks like this:

**Candidate Profile**

Take a few minutes to create or modify your employment profile and to specify your preferred working criteria for future openings matching your interests.

[Create / access my profile](#)

2. Login using the same user name and password you created when applying for a job or follow the instructions above to create your account.
3. Complete the profile process by following the instructions on each screen.
4. In order to receive job notification emails, make sure you select that setting and provide a valid email address. You can come back and turn off job notifications or make other changes to your profile by logging in anytime.