

## Talent Center Login and Password Tips

The Talent Center provides important Human Resources information including your FACE performance reviews, new hire documents and hiring requisitions for managers.

### How do I access the Talent Center?

- Option 1: Go to the Talent Center at [www.pinellascounty.org/hr/talent-center](http://www.pinellascounty.org/hr/talent-center).
- Option 2: Select the Talent Center link from SERVICES > Employee Access in the top menu bar above the Pinellas County logo on any Pinellas County web page.
- Option 3: Select the Talent Center bookmark in your Internet Explorer favorites.

### What login should I use?

- **Your Talent Center login is the same as your OPUS login.**
- This login is the first letter of your first name, your last name and employee number (such as *jdoe123456*).
- Supervisors should use their employee password to log in.

### What password should I use?

- It's your choice, but we suggest that you use your OPUS password for the Talent Center so that it is easy to remember. This will require updating your password every 90 days when your OPUS password is updated since the Talent Center is not automatically synced with OPUS.
- Keep in mind that your password must be at least 8 characters, and you cannot reuse your last three passwords.

### Why can't I log in?

If you cannot log in, it is likely because: (a) You never set your password, or (b) Your password has changed.

### What if I forgot my password or I need to change my password?

To re-set your password:

- Go to the [Talent Center](#).
- Select *Forgot Password?* on the login screen below the blue *Sign in* box.
- Enter your Talent Center login (same as your OPUS login, such as *jdoe123456*).
- You will receive a password recovery email with a temporary password.

### I'm locked out. How do I log in?

Follow the instructions above to re-set your password:

### What if I need help logging in?

Contact Business Technology Services at [btsoc@pinellascounty.org](mailto:btsoc@pinellascounty.org) or 453-HELP (4357).