TGH Career Site – Resetting password
Tip Sheet

We have received your password change request. This email contains a temporary access code that you will use to login to the system. As the "Access Code" field is case sensitive, it is recommended that you copy the below access code and paste it into the "Access Code" box on the login page. You will also need to enter it again in the "Access Code" box on the page that prompts you to create your new password.

See screenshots for reference.

1.   Once in receipt of your temporary access code copy and paste code into the following text field.

2.   Copy and paste temporary access code again into "Access Code" text field.

- Please note your new password must respect the following rules:

- It must contain between 8 and 32 characters. Use only characters from the following set: ! # $ % & ( ) * + , - . > / 0123456789 : ; < = > ? @ ABCDEFGHIJKLMNOPQRSTUVWXYZ [\ ] _ abcdefghijklmnopqrstuvwxyz {	} ~
- It must contain at least 1 lowercase letter(s) abcdefghijklmnopqrstuvwxyz
- It must contain at least 1 capital letter(s) (ABCDEFGHIJKLMNOPQRTUVWXYZ
- It must contain at least 1 numeric character(s) (0123456789)
- It must contain at least 1 character(s) from the following set: - ! # $ % & ( ) * + , - . / : ; < = > ? @ [\ ] _ ` {	} ~
- It must **not** contain more than 2 identical consecutive characters (AAA, ii, $$$$$ ...).
- It must not contain your user name.
- It must not contain your email address.
- It must not contain your first name.
- It must not contain your last name.

3. Type in your new password and then click "Ok".

User Name
a25019

*Access Code
●●●●●●●●●●●●

*New Password
●●●●●●●●●●●●

New Password

*Confirm New Password
●●●●●●●●●●●●

OK   Sign Out

- Once you successfully change your password you will be allowed system access.

Welcome Melvin Hernandez. You are signed in.

Job Search   My Jobpage

Job Number [   ]   Keyword [

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If you have any issues resetting your password please contact TGH Technology Support Center at

813-844-7490 or at helpdesk@tgh.org. Thank you.

Regards,

The Recruiting Team