City of Charleston Online

Tyler Human Resources Web Extensions

What is Web Extensions?

Tyler Web Extensions is a web based application in which you can access your current leave balances, tax withholding information, paystubs and W-2's using any computer or smart phone with internet access. In order to view this information, you must first register as a user.

How to Register:

- Go to http://tylerweb.cityofcharleston.org

  1. Click on Employee Services

  2. Select New User.

  3. Completing the registration process, your account will be reviewed and activated, Please allow one (1) to three (3) working days for your account to be reviewed and activated. When activated, you will receive a confirmation email at the email address you provided during the registration process.

What You Need to Register:

- Name (as it appears on paycheck)
- Address
- Phone Number
- *An email account (can be City email or other)
- *Need to create a username and password
- *Employee Number (six digit number 00XXXX)
- *Date of Birth

If you need further assistance, please contact Miranda Rutledge with the Office of Human Resources at Miranda.rutledge@cityofcharleston.org or 304-348-8015