

Our 6 step process for using Handshake!



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Step 1: Set Up Your Profile

- Log in with your school email
- Upload a professional photo
- Fill in education, experiences, and skills
- Add a short bio that highlights your career goals

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Step 2: Explore Opportunities

- Use filters (location, industry, job type) to narrow your search
- Save jobs and internships to apply later
- Set up job alerts to get notified about new postings

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Step 3: Apply for Jobs & Internships

- Tailor your resume to each job application
- Upload documents (resume, cover letter, transcripts if needed)
- Submit applications directly through Handshake

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Step 4: Network with Employers

- Follow employers to stay updated on opportunities
- Attend virtual and in-person career fairs via Handshake
- Message recruiters or alumni for informational interviews

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Step 5: Use Career Services

- Book appointments with your career center through Handshake
- Sign up for career workshops, mock interviews, and events
- Get feedback on your resume and job applications

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Step 6: Stay Active & Updated

- Check Handshake regularly for new postings
- Update your profile as you gain new experiences
- Engage with career center resources year-round