

Student Walkthrough for searching for Placements/Internships/WIL

Go to: Careerconnect.humber.ca/business & login using your Student # and password.
 Using this link will ensure that you see all of the placements for your specific faculty.

* If you are having issues logging in, please email <u>careerconnect@humber.ca</u> for assistance.

 Once you login, you will be directed to your Student Interface in CareerConnect. On the left-hand side, click on the "Jobs" tab, and then click "Search".



3) You will be directed to the Job Postings page. Under the **"Position Type"** Tab, Select the following three filters: **Placement/Internship/Experiential Learning**, **Contract/Temporary** AND **Seasonal/Summer**, and then click Apply.

¢	Jobs	Job Postin	gs					
	Search							
	My Job Applications	Search Favourit	tes Applications					
E	Documents		-					
Ē	Events	Keywords		Loc	ation	50km ~	Search	
Ħ	Experiential Learning	Show Ma y Position Type y Industry y More Filters y				lob Alerte (1) All Jobs		
	Employers		Placement/Internshin/Experier	ntial		000 /1010 (1)	All CODO	
Ê	Surveys		Learning	Indi				
Q	Resources	People in you	Permanent					
Ë	Calendar		Contract/Temporary		Headshots	GroupM		
\$	My Account		Seasonal/Summer		Ontario Canada	Toronto, Ontario Canada		
			Volunteer					
		Soci	On Campus/Work Study		arketing	Accounts Payable Analyst	S	
		Contr	Clear	Apply	v	Permanent	C	



and clicking Apply.

Student Walkthrough for searching for Placements/Internships/WIL

** <u>Please note</u>: if you select too many of the filters mentioned below, you may not get as many search results. If you notice you are not getting many results, please try removing some filters.

4) Use the "Industry" Tab to fine-tune your results by selecting your desired Industry

🚯 HUMBER	Q		1 AD E
슈 Home	วบม คบอนแม่อ		
ලි Jobs	Search Favourites Applications		
Search My Job Applications	Keywords	Location	50km ~ Search
 Documents Events 	Jobs I Qualify For (all) V Position Type V In	ndustry V More Filters V	Job Alerts (1)
🛱 Experiential Learning	Contract/Temporary × Seasonal/Summ		Q + Create Job Alert
閧 Employers 會 Surveys	1 - 20 of 221 results	 Accommodation & Food Services (72) Administrative & Support (56) 	↓= > Show 20 ∨
 Q Resources ☆ Calendar ֎ My Account 	Human Capital Managemen ABC Technologies- Toronto, Ontario Contract/Temporary	 Agriculture, Forestry, Fishing & Hunting (11) Architectural & Interior Design Arts, Entertainment & Recreation (71) 	NEW 숫 다키
	Readiam Marketing Intern Paradigm Events- Toronto, Ontario C Contract/Temporary	Built Environment Construction (23)	nd Apply 🛱 🖓

5) You may also use **Keywords** to refine your search... For example:

🔊 HUMBER	٩	1 AD 🗗
⇔ Home	Job Postings	
Search	Search Favourites Applications	•
Documents	accounting Location	50km - Search
🛱 Events	Jobs I Qualify For (all) \lor Position Type (2) \lor Industry \lor More Filters \lor	Job Alerts (1)
 Experiential Learning Employers 	Contract/Temporary × Seasonal/Summer × Clear All	+ Create Job Alert
Surveys Q Resources	1 - 5 of 5 results	<u>↓</u> ∽ Show 20 ∽
💾 Calendar லே My Account	ACCOUNTING INTERN, Slavin Raphael Distribution Slavin Raphael Distribution- North York Toronto, Ontario Canada Contract/Temporary	30d+
	Legal Assistant/ Law Clerk Hodder, Wang LLP- Toronto, Ontario Canada	30d+



Student Walkthrough for searching for Placements/Internships/WIL

- 6) Select the "More Filters" Tab to select additional filters and then click Apply.
 - ****** Please note: if you select too many filters here, you may not get as many results.

🔊 HUMBER	Q	1 AD	E	
☆ Home	Keywords	n 50km - Searc	ch	
Search My Job Applications	Jobs I Qualify For (all) < Position Type (2) < Industry < Exclude	More Filters V Job Ale	Job Alerts (1)	
 Documents Events Experiential Learning 	Exclude Nationwide Jobs Exclude Jobs i've Applied For	Include only selected major		
Employers Surveys	Posted Date	O Yes O No		
 Q Resources Calendar My Account 	Past month Past week Past 24 hours	Apply By Any time		
	Placement Remuneration	 Next 24 hours Next week Next month 		
	OCR Interview Date	Job Type Full Time Part Time Casual		
		Clear Cancel Ap	ply	

7) Browse different opportunities and apply to them through Career Connect.

Please keep in mind that the number of postings fluctuates depending on the industry and the time of year, so continue to check back regularly for new postings.

If you are still <u>having trouble searching for placements</u>, please get in touch

with your Placement Office and Advisor.

For any technical issues, please email careerconnect@humber.ca