

Student Walkthrough for searching for Placements/Internships/WIL

1) Go to: **Careerconnect.humber.ca/appliedtechnology** & login using your Student # and password. Using this link will ensure that you see all of the placements for your 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".

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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.

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** <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

and clicking Apply.

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

My Job Applications	Search Favourites Applications	
Documents		
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	Pharmacy Technician Stevenson Memorial Hospital- Alliston, Ontario Canada Contract/Temporary	2d ☆ - 7 ¹

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.

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63	Experiential Learning		Include only selected major	
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63	My Account	O Past 24 hours	Any time	
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			Clear Cancel	Apply

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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