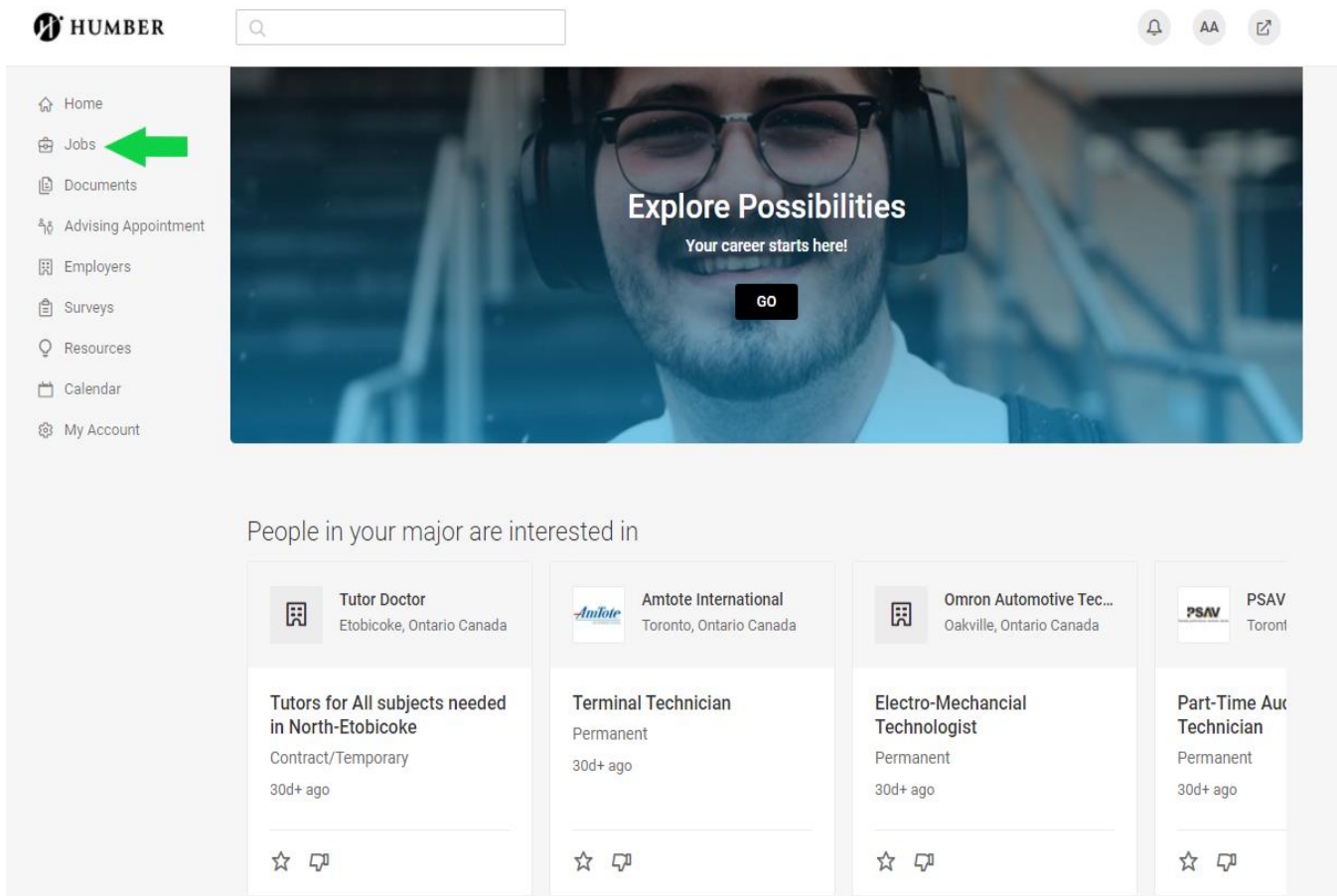


Student Walkthrough for searching for Placements/Internships/WIL

1) Go to: [Careerconnect.humber.ca/appliedtechnology](https://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 careerconnect@humber.ca for assistance.

2) 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**”.



Home

Jobs

Documents

Advising Appointment

Employers

Surveys

Resources

Calendar

My Account

Explore Possibilities

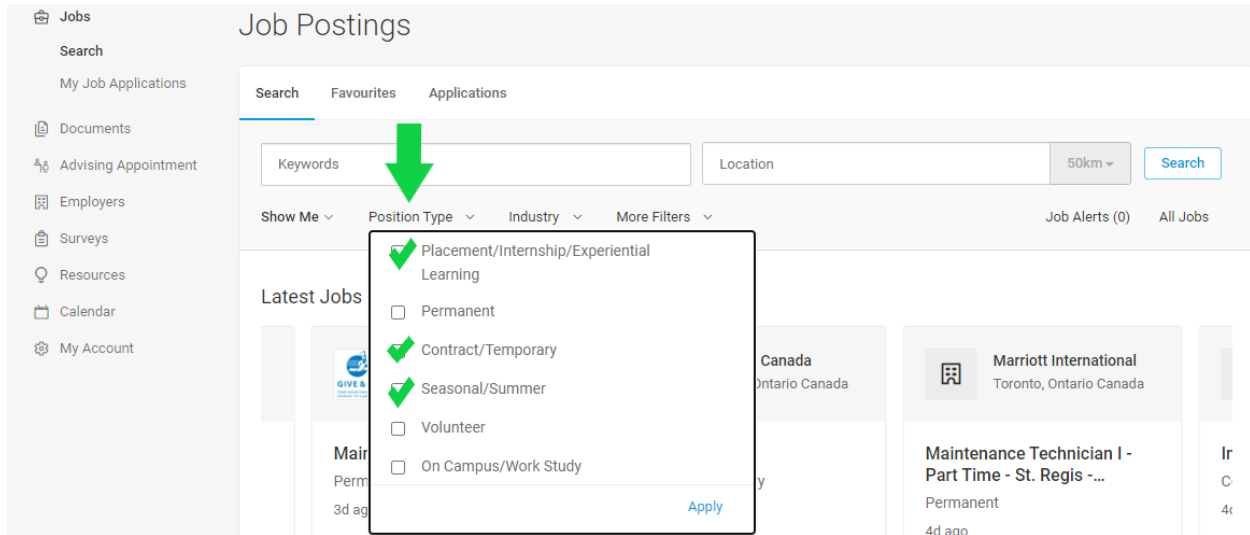
Your career starts here!

GO

People in your major are interested in

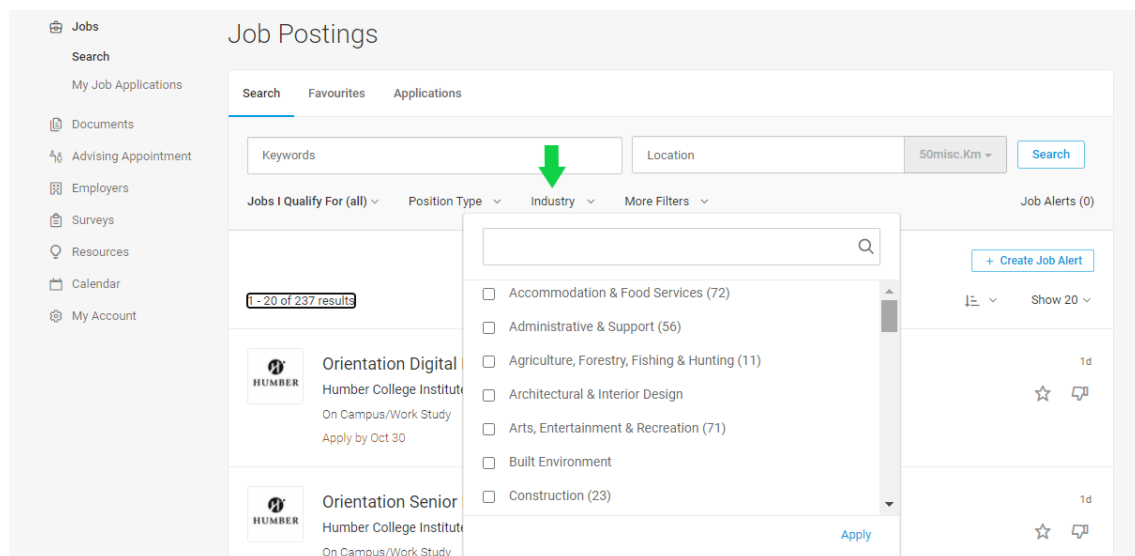
Employer	Location	Job Title	Contract Type	Posted
Tutor Doctor	Etobicoke, Ontario Canada	Tutors for All subjects needed in North-Etobicoke	Contract/Temporary	30d+ ago
Amtote International	Toronto, Ontario Canada	Terminal Technician	Permanent	30d+ ago
Omron Automotive Tec...	Oakville, Ontario Canada	Electro-Mechanical Technologist	Permanent	30d+ ago
PSAV	Toront	Part-Time Audio Technician	Permanent	30d+ ago

- 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](#).



**** Please note:** 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.

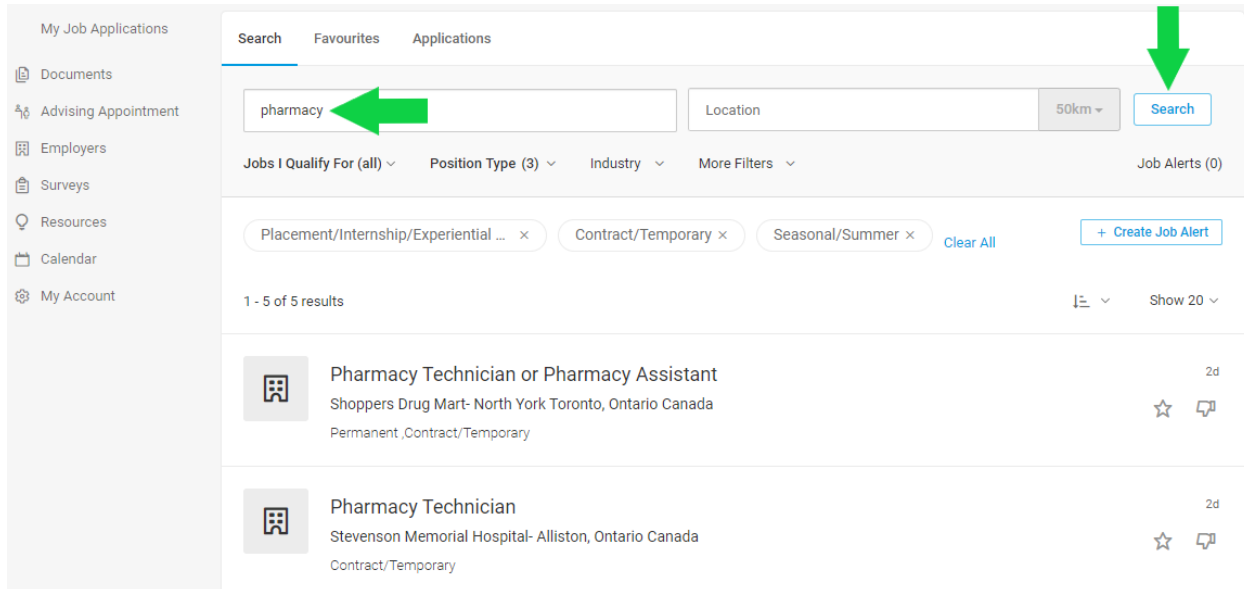
- 4) Use the “**Industry**” Tab to fine-tune your results by selecting your desired Industry and clicking [Apply](#).



Co-op & Work Placement Services

Faculty of Applied Sciences and Technology, Room NX302
416.675.6622 x 5517 workappliedtechnology@humber.ca

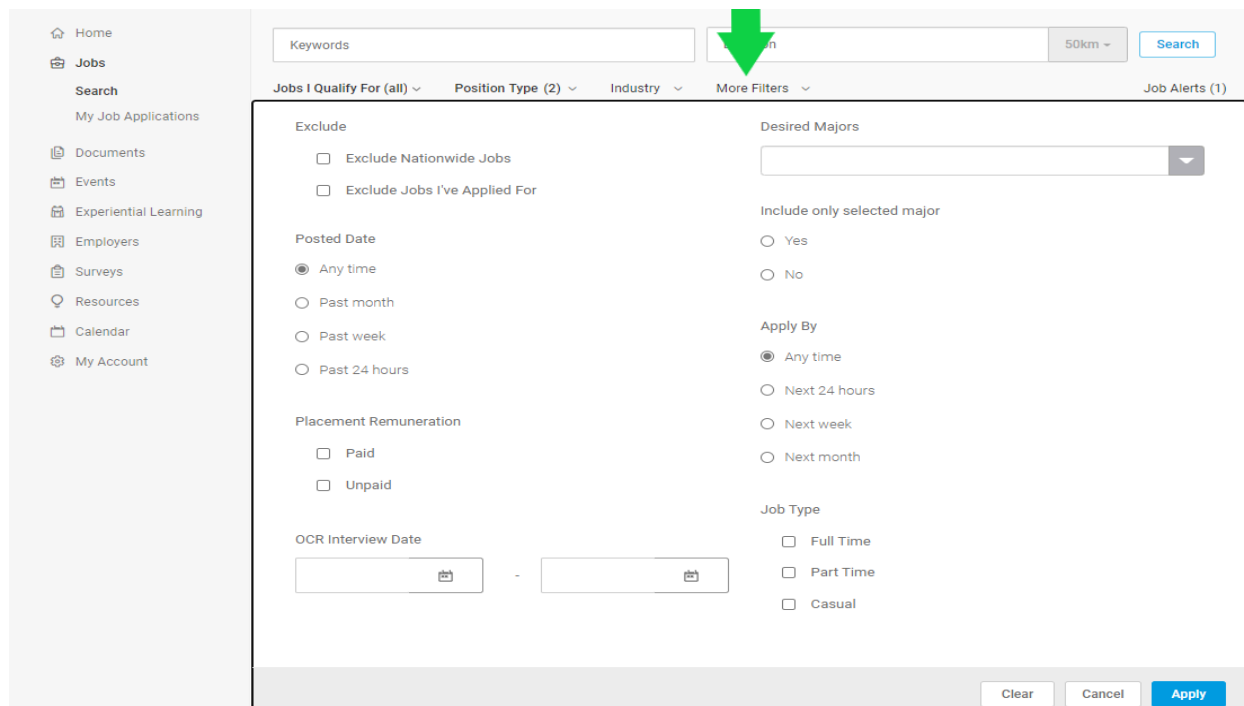
5) You can use **Keywords** to refine your search... For example:



The screenshot shows a job search interface. The search bar contains the keyword "pharmacy". The location is set to "50km". The search results show two jobs: "Pharmacy Technician or Pharmacy Assistant" at Shoppers Drug Mart and "Pharmacy Technician" at Stevenson Memorial Hospital. The interface includes a sidebar with navigation options like Documents, Advising Appointment, Employers, Surveys, Resources, Calendar, and My Account. The search filters are: Jobs I Qualify For (all), Position Type (3), Industry, More Filters, and Job Alerts (0). The results are displayed as "1 - 5 of 5 results" with a "Show 20" option.

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.



The screenshot shows the "More Filters" tab in the job search interface. The search bar contains the keyword "pharmacy". The location is set to "50km". The search results show one job: "Pharmacy Technician" at Stevenson Memorial Hospital. The interface includes a sidebar with navigation options like Home, Jobs, Search, My Job Applications, Documents, Events, Experiential Learning, Employers, Surveys, Resources, Calendar, and My Account. The search filters are: Jobs I Qualify For (all), Position Type (2), Industry, More Filters, and Job Alerts (1). The "More Filters" section includes: Exclude (Exclude Nationwide Jobs, Exclude Jobs I've Applied For), Posted Date (Any time, Past month, Past week, Past 24 hours), Placement Remuneration (Paid, Unpaid), OCR Interview Date, Desired Majors, Include only selected major (Yes, No), Apply By (Any time, Next 24 hours, Next week, Next month), and Job Type (Full Time, Part Time, Casual). The "Apply" button is highlighted in blue.

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 having trouble searching for placements, please get in touch with your Placement Office and Advisor.

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