

JOB seeker QUICK START

# It's easy...



## to locate jobs!

just go to  
**jobs.utah.gov**

What you can do at **jobs.utah.gov**:

- View thousands of current job listings
- Get employer contact information
- Explore career options
- Get economic information, such as current wages
- Access job seeker guides and resources
- Find information on training services
- Search for child care

**New Jobs Daily—no fee!**  
**Convenient Access**  
**Available 24/7**



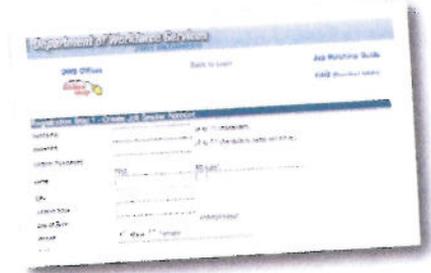
Here's how to get started on your online job search:

1. Go to: **http://jobs.utah.gov**
2. Locate the box entitled **Job Seeker Login** in the upper right-hand corner.

If you have registered with us before, enter your **Username** and **Password**. If this is your first time using the system, select **Sign Up**.

3. You will first be asked to **Accept** a policy statement about using our online services. Once accepted, you will then be able to create a personalized Job Seeker Account. To create your account, you will need to provide all **\*Required Information**.
4. Once you've created your account, you will then be taken through a series of screens asking for information regarding your education, job history, skills, etc. to help refine your job search. You can return at any time to complete or update your information. Your information is always saved.
5. You may begin searching for jobs!

If you have any questions, click on the **FAQs** for answers to Frequently Asked Questions OR select the **Online Help** for online staff assistance.



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Auxiliary aids and services are available upon request to individuals with disabilities by calling (801) 526-9240. Individuals with speech and/or hearing impairments may call the Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162.