

Tool Box Items




As a registered user, you'll have access to more tools that help you land the ideal job.

Upload files of all sorts, so they're available when and where you need them:

Manage Attachments

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Below is your list of attachments. To attach a copy of a file from your local computer, first select an Attachment Type from the list below, and then click Add New Attachment. You'll be taken to the appropriate page, and will be able to add your file from there.



	Type	Date Uploaded	Size in KB	Delete
D:\Users\khohmann\Desktop\cam_convert.xls 	Cover Letter	Jul 30, 2012	133	Delete
D:\Users\khohmann\Desktop\Null_For_What.PNG 	Reference List	Jul 30, 2012	34	Delete
Sprite_Portraits.docx 	Work Sample / Award	Jan 09, 2013	25	Delete

You may attach any files which do not exceed 2000 KB in size. Total used: 192 KB
The combined limit for all attached files is 5000 KB. Available: 4809 KB

Attachment Type:

Save multiple copies of budgets, cover letters, reference lists, all tailored for specific needs:

Dollars and \$ense

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[Introduction](#) [Location](#) [Budget](#) [Summary](#) [Occupations](#)

Planning a budget can help you get where you want to go financially.


The next few screens will present information about the cost of various lifestyle options. The results will help you determine the amount of money you would need to support the lifestyle you want.

To edit an existing budget click on the budget name below. To delete simply click on the delete link.

Name	Occupation	Last Modified	Delete
Rochester - IT Specialist	Computer Systems Analysts	01/09/2013	Delete
Machinist - Bronx	Continuous Mining Machine Operators	01/09/2013	Delete

Build a full portfolio, and save a copy of files that help showcase your unique talents:

Work Sample

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Fields marked with a ● are required.

Select an Attachment Type below. If you're attaching a file, you'll be able to look it up on your computer and attach it here. If you're including a link to a website, you'll be able to enter the link and verify that it's working

● Attachment Type: File External Website Url

● Content Type: Career Highlights

● Name: Portfolio

Description: Portraits completed during tenure with Sprite Studios

Notes: Reference 2010-2011 season

Sprite_Porraits.docx  (uploading a new file will replace this one)

[Back to List](#) [Back to Portfolio](#) [Save](#)

Track your job search and even build reports that can be filed for unemployment compensation.

Work Search Records

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[Introduction](#) [Add New Employer Contact or Activity](#) [History](#) [Reports](#) [Address Book](#)

Fields marked with a ● are required.

Add new employer contact or activity.

● Date: 02/01/2013

● Activity Type: Employer Contact

● Activity Description: Submitted job application

● Method of Contact: In Person

● Position Applied For: Java Developer

Job Reference Number:

● Result of Contact: Received confirmation of submitted application or resume

Search existing employer contacts by using the drop down arrow to select a contact from your address book or type in a new Employer or Union Contact.

Contact: Mr McGee/Supervisor

There's a host of great tools available to help you in your career search. Register today for instant access to all of these and much more!