Create Your Account in Four Easy Steps!

- Step 1: Sign up for an account
- Step 2: Verify your E-mail
- Step 3: Join (or create) company
- Step 4: Connect to schools
Step 1: Sign up for an account

- Visit careers.ucr.edu
- Click "Employers" under the Handshake logo
Sign up for an account
Setting up your profile
Providing more information
Verify your e-mail address

Hi Julie,

Welcome to Handshake! Please confirm your email address to get started.

Confirm Email

If this is a mistake, you can cancel the registration at any time.

HAVE QUESTIONS?
Check out our help center or sign up for one of our upcoming webinars.

If you don't want to hear from us at all again you can unsubscribe from all Handshake notifications.
Step 3: Join/Create your company

- Scroll through existing companies to make sure your department does not already have an account
- If no account exists, choose "Create New Company"
Creating a company profile

- UCR, Department Name
- Website
- Industry
- Location
- Description
- Trust score
  - Profile completeness
  - Activity on Platform
• Search for "riverside"
• Click on the + sign
• Click "Finish" in order to connect with us
• Can also post professional positions at other institutions on Handshake
Using Handshake – Important tips

• Post jobs
• Work-study positions are only viewable by students who are eligible
• Visit the Help Center
More Handshake Tips

- You can invite your department staff to join your department account by using a link.
Questions