



# Create an Account!

1. Click Sign-In

2. Need an Account? Choose Students/Alumni

...Need an account? Click on the Students/Alumni option and in the pop up box, fill out your info and create a password...

Go to: [sjdc.Jobspeaker.com](https://sjdc.Jobspeaker.com)

3. Fill out your info, including your student ID...

...then click 'Sign Up'



# After you log in...

**Welcome to Jobspeaker**

We need a few more things to finish setting up your online profile and get you the best results for your job search

Desired Job:   
This will become the title of your online profile.

Location:   
  
   
 
Job searches are centered around your address.

Student ID:

Program \*:   
 Electron **Microscopy** - Biological - Associate in Science (AS)  
 Electron **Microscopy** - Materials - Associate in Science (AS)  
 Electron **Microscopy** - Biological - Certificate of Achievement (CA)  
 Electron **Microscopy** - Crystalline Material - Certificate of Achievement (CA)

Cohort \*:

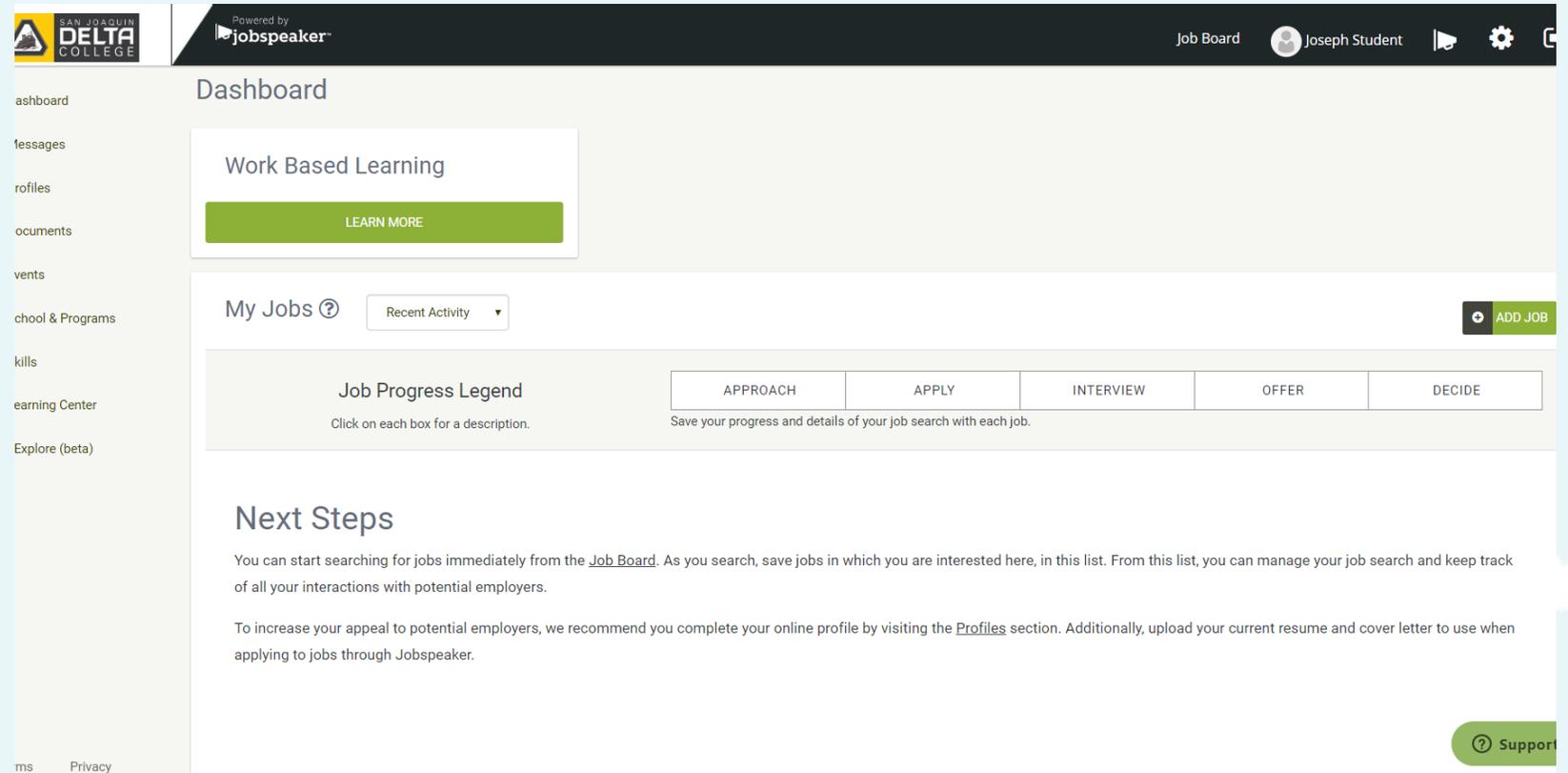
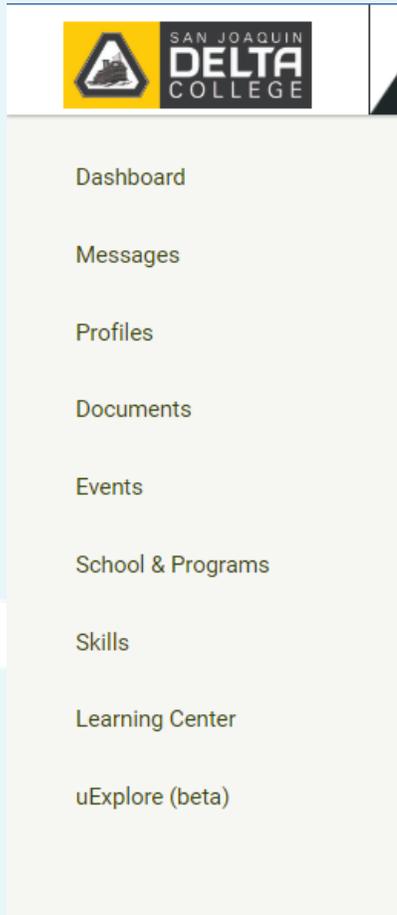
You will be asked to fill out a little more info  
Jobspeaker uses this to help present the best possible job opportunities for you.

This info is only for you and your college, and only used to help make sure you are finding positions relevant to your interests and skills

Select your program. All you have to do is start typing the name of your major and options will appear



# Your Dashboard



You will be taken to your dashboard where you can see your saved jobs as well as all of the other sections of your account in the right-hand sidebar



- Dashboard
- Messages
- Profiles
- Documents
- Events
- School & Programs**
- Skills
- Learning Center
- uExplore (beta)

In your School & Programs section you will see the Program/Major you selected as your Program of study and the classes that are associated with it. This is based off the program itself, You can delete classes that are not in your education plan and add different ones if you choose....

## School & Programs

Currently attending San Joaquin Delta College [change](#)

Programs ?

+ ADD PROGRAM

Program	Cohort / Graduation	
Electron Microscopy - Biological - Associate in Science (AS)	Spring 2020	<a href="#">✕ Dele</a>

Courses ?

Add or Delete Courses

+ ADD COURSE

Number	Description	Units	Completed	
E M 070	Introduction to Photography	3.0		<a href="#">✕ Dele</a>
E M 071	Introduction to Digital Photography	3.0		<a href="#">✕ Dele</a>
E M 072B	Matter and Energy	3.0		<a href="#">✕ Dele</a>
E M 074	General Physics	4.0		<a href="#">✕ Dele</a>
E M 075B	Principles of Physics: Mechanics	4.0		<a href="#">✕ Dele</a>
E M 082B	Principles of Physics: Waves, Sound, and Thermodynamics	4.0		<a href="#">✕ Dele</a>
E M 084B	Introduction to Physics	4.0		<a href="#">✕ Dele</a>
E M 087	Soil Science	4.0		<a href="#">✕ Dele</a>
E M 088	American Government and Institutions	3.0		<a href="#">✕ Dele</a>
E M 089	Introduction to Comparative Politics	3.0		<a href="#">✕ Dele</a>
E M 090	Introduction to Political Theory	3.0		<a href="#">✕ Dele</a>
BIOL 001	Core Biology			
BIOL 010	Survey of Biology	4.0		<a href="#">✕ Dele</a>

? Support



# Program & Skills Continued...

Jobspeaker has taken all of the courses you have completed or will complete and given you the skills you can potentially attain from them.....



jobspeaker

Job Board



Joseph Student



Dashboard

Messages

Profiles

Documents

Events

School & Programs

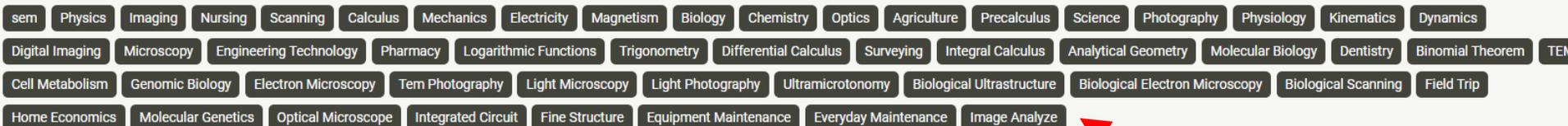
Skills

Learning Center

uExplore (beta)

## Skills/Competencies

### School Skills & Competencies ?



### Additional Skills & Competencies ?

Microsoft Office Suite x Bilingual English/Spanish x + Add Skill

Removing a skill from your account will remove it from profiles and all places where it is being used.

The skills in green are for those Skills you have gained from prior Work experience, education and life For example, you can enter in 'Bilingual English/Spanish'

The skills in black are hard coded, you can't change them, but do not worry, it does not mean you have to use them or advertise them to employers, this area is just a skills bank for your knowledge...

Support



San Joaquin Delta College logo

Powered by jobspeaker™

Job Board Gary Lewis

Profiles ?

ADD PROFILE

Title	Visibility	
CNC Operator	Default	<a href="#">Public</a> <a href="#">View</a> <a href="#">Print Resume</a> <a href="#">Delete</a>
CNC Operator		<a href="#">Public</a> <a href="#">View</a> <a href="#">Print Resume</a> <a href="#">Delete</a>
Python Programmer		<a href="#">Members Only</a> <a href="#">View</a> <a href="#">Print Resume</a> <a href="#">Delete</a>
CNC Operator Copy		<a href="#">Public</a> <a href="#">View</a> <a href="#">Print Resume</a> <a href="#">Delete</a>
Cabinetmaker		<a href="#">Members Only</a> <a href="#">View</a> <a href="#">Print Resume</a> <a href="#">Delete</a>

**Gary Lewis**  
CNC Operator  
Crew Member @ Trader Joe's

Certificate Center for Employment Training

Address not provided

View

Support

Click 'Add Profile'

Your profile is your way to showcase yourself to employers and will help you when you are applying for opportunities. You can create as many profiles as you would like and use any of them to apply to jobs or work-based learning opportunities



# Your Profile Continued....



**GARY LEWIS**  
 Occupation: CNC Operator

Aspiring CNC Machine Operator able to perform tasks such as drilling, grinding, and milling etc. Great understanding of specifications of the task at hand and the desired result by reading blueprints, mechanical drawings.

Print Resume Visibility

Edit

Make sure to fill out all sections of your profile. By clicking anywhere you see an 'Edit' button you will be able to fill in the information for that section.

### PORTFOLIOS AND PROJECTS

- My Website
- Website 2

Edit

### SKILLS / COMPETENCIES

Woodworking C++ budgeting Social Media Powerpoint Entrepreneurship Business Law Probability

Cabinetmaking Macroeconomics Microeconomics Business Communication Cnc cabinet design jigs Cost Theory

Functions Wood Finishing Architectural Millwork Cabinet Vision Alphacam CNC Router Passage Door

Door Installation Rhino3d Wall System CNC Woodworking C Programming LinkedIn Furniture Production Fixtures

Interpersonal Communication Microsoft Office Suite Clinical Research bilingual English/Arabic Basketweaving

Solution Mindset

Edit

### Edit Profile Skills & Competencies

Select From your Existing Account Skills

These skills are provided through your current coursework. Select the skills you want to display on this profile.

Business Woodworking blogging C++ budgeting Social Media Powerpoint Entrepreneurship Business Law

Probability Statistics Business Calculus Computer Architecture Cabinetmaking Macroeconomics Microeconomics

Business Communication Cnc Carpentry cabinet design jigs Cost Theory Functions Economic Growth

Boolean Algebra Discrete Structures Directing Operations Wood Finishing Architectural Millwork Cabinet Vision

Alphacam CNC Router Faceframe Cabinetry Passage Door Door Installation Rhino3d Mantels Wall System

CNC Woodworking C Programming Numerical Computation Economy Anova Small Business Twitter Facebook

LinkedIn Google+ Youtube Podcasting Social Marketing Social Strategy Furniture Production Fixtures

3D Printer Market Structure Investor Us Legal System Business Information

SAVE

By clicking 'Edit' in the skills area, you will be able to pick and choose the skills you feel most comfortable with. It is up to you to choose which skills you want to display on your profile.



# Uploading Documents



Dashboard

Messages

Profiles

**Documents**

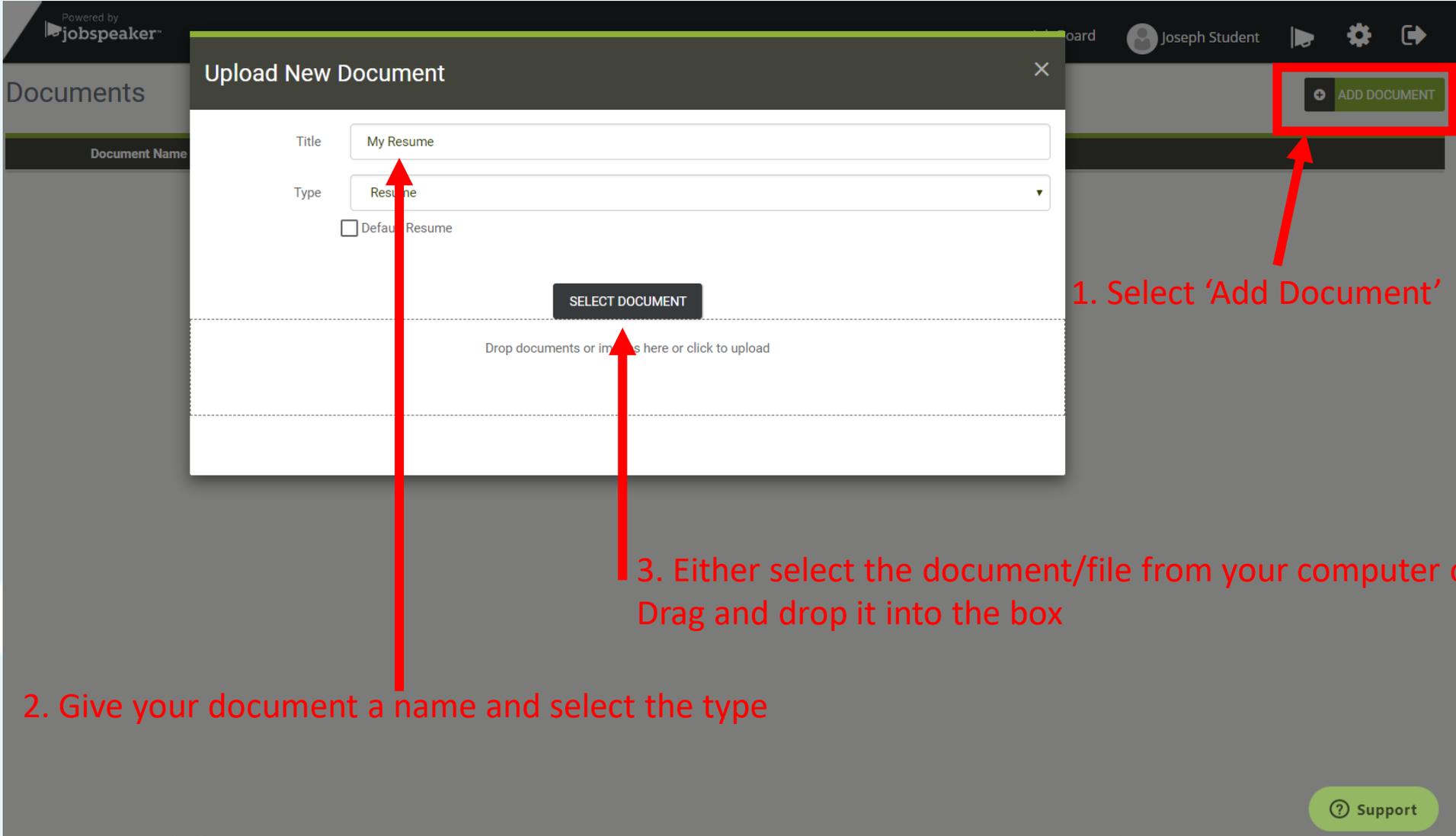
Events

School & Programs

Skills

Learning Center

uExplore (beta)



1. Select 'Add Document'

2. Give your document a name and select the type

3. Either select the document/file from your computer or Drag and drop it into the box

There is no limit on the amount of documents you can store. Save as many resumes, cover letters, certificates, etc as you'd like!



# The Job Board and Your Saved Jobs

Access your Job Board and see available positions anytime by clicking here

The screenshot shows the Job Board interface with several annotations:

- Job Board:** A red box highlights the "Job Board" link in the top navigation bar.
- Search by Keywords for Job Titles:** A red arrow points to the search bar with the text "Search by Keywords for Job Titles".
- Search by Location:** A red arrow points to the "Location" filter dropdown menu, which is currently set to "Stockton, CA".
- Search by Job Type:** A red arrow points to the "Job Type" filter section, which includes options like "On Campus", "Contract", "Work Experience", "Internship", "On The Job Training", "Full-Time", "Part-Time", and "Contract To Hire".
- School Skills:** A red arrow points to the "School Skills" filter section, which includes various skills like "sem", "Physics", "Imaging", "Nursing", "Scanning", "Calculus", "Mechanics", "Electricity", "Magnetism", "Biology", "Chemistry", "Optics", "Agriculture", "Precalculus", "Field Experience", and "Science".

The main content area displays a grid of job listings, each with a title, location, and date posted. Examples include:

- Stockton – Recovery Physical Therapy (8 days ago)
- Stockton – ChemTreat (16 days ago)
- Stockton – In-Shape Health about a month ago
- Lodi – In-Shape Health about a month ago
- San Joaquin County Human Resources (2 months ago)
- Stockton – Public Health Advocates (2 months ago)
- Tracy – The Home Depot (2 months ago)
- Stockton – San Joaquin Council of Governments (2 months ago)
- Stockton – Tortoise CM (2 months ago)

Search by Location

Search by Job Type

Add skills to your search and find jobs relevant to your field of study or interests



# Job Board Continued

The screenshot shows a job board interface for San Joaquin Delta College. On the left, there are filters for Location (Stockton, CA), Job Type (On Campus, Full-Time, Part-Time), and School Skills (sem, Physics, Imaging, Nursing, Scanning, Calculus, Mechanics, Electricity, Magnetism, Biology, Chemistry, Optics, Agriculture, Precalculus, Field Experience, Science). The main area displays a grid of job listings. Each listing includes the employer name, job title, a brief description, and a 'Posted on JobSpeaker' label. The 'Save' button in the action bar of each listing is highlighted with a red arrow.

Save as many searches as you want. Give them a name so you can easily pull them up again

Jobs that are marked, 'Posted on Jobspeaker' have been posted by the College or Employer Partners of the College looking specifically to hire students. These jobs will always appear at the top. Check them out, save the ones you want and...



# Apply!

...Apply!

The screenshot shows the Jobspeaker dashboard for San Joaquin Delta College. The user is logged in as Joseph Student. The dashboard includes a sidebar with navigation options like Dashboard, Messages, Profiles, Documents, Events, School & Programs, Skills, Learning Center, and uExplore (beta). The main content area features a 'Work Based Learning' section with a 'LEARN MORE' button, a 'My Jobs' section with a 'Recent Activity' dropdown and an 'ADD JOB' button, and a 'Job Progress Legend' table. The legend table has columns for APPROACH, APPLY, INTERVIEW, OFFER, and DECIDE. Below the legend are three job listings: Chess Teacher, Computer Repair Technician, and Maintenance Technician, each with a progress bar and an 'APPLY' button.

Job Progress Legend	APPROACH	APPLY	INTERVIEW	OFFER	DECIDE
Chess Teacher @Chess Wizards   ☆☆☆☆☆   USD\$40.00 / via Jobspeaker   added: 10/29/19		APPLY			
Computer Repair Technician @Jim's Computers   ☆☆☆☆☆   USD\$11.00 / via Jobspeaker   added: 10/29/19					
Maintenance Technician @Arden Mills   ☆☆☆☆☆ via Jobspeaker   added: 10/29/19					

Some jobs will have a link and take you to an application

Jobs with an arrow in the apply box will allow you to use your previously uploaded resume and your profile to apply.

All you have to do is select your desired resume and profile and apply in one-click!