HANDSHAKE HOW TO: HOW TO UPLOAD YOUR RESUME

Handshake To access Handshake, click on the Handshake icon in your MyBSU or MyNTC account, select the student access button and enter your StarID and password.

Make the best first impression! By uploading your resume, you'll receive a resume critique from Career Advancement.

 Click your account icon in corner of the screen Click Post a Job from your home dashbor access the Jobs page, then click the blue the page. 	And the upper-right and, or click Jobs from the left navigation bar to button Create Job In the upper-right corner of and out at careor fairs the fail last outer last outer fails the fails outer fails the fails outer last outer fails the fails outer fails the fails outer last outer fails the fails outer fails the fails outer last outer fails the fails outer fails the fails outer fails the fails outer last outer fails the fails the fails outer fails the fails the fails outer fails the fails outer fails the fails	2. Select My Documents My Profile My Jobs My Interviews My Documents
Jobs Events Employers	s Messages	Career Center
Resumes	Add more resumes, cover letters, or transcri	pts 🛃 Add New Document
Name	On Profile	Date Added
Sample Bucky Resume.pdf	O Visible	October 7th 2020
TIP: This will also be how transcript, letters of reco	you upload new and updated documer mmendation, licensures, or other docun	nts such as a cover letter, nents an employer may ask for.
4. Build your Resume When you upload your resume, you can easily complete your online profile. Click the "Build Profile from Resume"		Document Information
		Doc uploaded October 7th, 2020 11:08 am
		File Size: 4.5 KB

Career Advancement | career@bemidjistate.edu | (218) 755-2038

Delete Document

Build Profile from Resume

Edit Document

TIP: Students with complete and public profiles are viewed by employers three times more frequently. Visit our

website for more tips!