# Get the Most Out of Handshake

Handshake connects Oregon State University students and alumni to **tens of thousands of employers, jobs and internships, regionally and across the country.** Many of these employers specifically search for Oregon State students.

You can also use Handshake to sign up for on-campus and virtual workshops, information sessions, career fairs/expos and other career-focused events.

#### **Features**

Search thousands of jobs and internships in the U.S. under the 'Jobs' tab:

- Filter by keyword, industry, job type, location and more to find exactly what you want.
- Save filters and create search alerts.
- 'Favorite' jobs. As Handshake learns what you're interested in, it will suggest similar jobs.

Register for career expos, workshops and college-specific events:

- Click on 'Events' to browse a list of upcoming in-person and virtual events or search for key terms. Career fairs are listed under the 'Fair Search' tab.
- Preview the list of companies that will attend the career fair to better plan your visit.
- Follow employers to stay connected and up-to-date with them:
- Search for companies you know or search for relevant organizations by key terms, then 'Favorite' them.

#### **Optimizing Your Presence on Handshake**

- 1. Log in with your ONID at oregonstate.joinhandshake.com. All students have an account.
- 2. Update and fill your profile with relevant experience, qualifications, skills and more. The profile is an online résumé, similar to what you'd put on **LinkedIn**.
- 3. Make your profile public so employers can find you. Under 'Settings & Privacy,' click 'Allow employers to be able to find and view my profile,' then click 'Save Update.' This is optional.
- 4. Turn on notifications so you know when employers are reaching out. Go to 'Notifications,' select 'Edit Notification Preferences,' and choose when and how you want to hear from Handshake.
- 5. Download the Handshake app to get direct notifications and have easy access to the platform.

## **Handshake**

### Vetting

The Career Development Center reviews all employers and jobs coming through Handshake. Fraudulent requests and those not adhering to OSU policy are eliminated, but some illegitimate requests may slip through.

- Never provide personal financial information (PayPal, bank accounts, etc.) to any employer.
- Never send money to an employer.
- Be cautious of opportunities showing excessive grammar/punctuation errors.
- Be wary of larger companies using personal email domains (yahoo, gmail, etc.). Smaller or family-owned companies may have personal email domains for their contact information.
- Do a web search if you feel unsure about an employer or position.
- Report fraudulent/spam employers or jobs to the Career Development Center.

