# CAREER SERVICES OFFICE

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# Handshake

STUDENT GUIDE FOR CAREER SUCCESS

# **Handshake**

#### WHAT IS HANDSHAKE?

Handshake is a digital career services platform where students and alumni can: search for jobs and internships, access career resources, and network with employers.

#### BUILD AN EFFECTIVE PROFILE.

- Upload a professional photo.
- Write a compelling headline and summary.
- List your skills, experiences, and education.

#### **EXPLORE OPPORTUNITIES.**

- Use keywords to search for relevant positions.
- Set up job alerts for new opportunities.
- Apply filters to narrow down results.

#### **NETWORKING TIPS.**

- Attend virtual career fairs and workshops.
- Connect with recruiters and other students.
- Engage in meaningful conversations and follow up.





# Visit the Website

Go to: Handshake



https://joinhandshake.com

#### **Enter your Email**

Sign up with your school email. Use your "stu.hostos.cuny.edu" email to get quicker access.

#### **Create Password**

Set up your password. There is an 8 character minimum.

# Confirm by Email

Handshake will send you an email confirmation. Open the email and click on the confirmation link.

#### Access the App

For mobile access, download the Handshake app.

# Join Today

## Click "Sign up"

Look for the "sign up" button, usually located in the top right corner of the page.

#### **Select Hostos**

Use the search bar to find Hostos. Hostos partners with Handshake, so you might already have an account. The app will let you know!

## Set up a Profile

Fill in the required information:
Name, major, school, graduation month and year, and EMPLID.

# **Explore & Apply**

Once your account is set up, start exploring events, resources, and job and internship opportunities.