



THE UNIVERSITY of TEXAS SYSTEM  
FOURTEEN INSTITUTIONS. UNLIMITED POSSIBILITIES.

## UT Connects Talent

# NEW TO UT CONNECTS TALENT?

First thing's first: this is not your average job board, and for good reason! Our blind-match technology pre-screens opportunities to find you the right fit, faster! Ready to get started?

### **Select the type of jobs your profile should match with.**

Choose full- & part-time, Internship, Seasonal, or all of the above. Edit later in "Modify Search Criteria."



### **Select the Job Titles that best match your skills & interests, i.e. "Sales Manager."**

If the system doesn't suggest a title for you, begin typing to trigger a list. Select multiple titles if necessary.

### **Answer your sliding-scale questions.**

Each job title has its own unique questions; answer them all! Your responses are the key to your match destiny.



### **Provide the basics like name, location & contact information.**

We collect other aggregate data, to understand site usage, but we never share things like your birth date with employers.

### **Upload a résumé, and complete your Education & Work Histories!**

Work History must be completed if you wish to block a current employer from seeing your profile.



### **Now, you're matching! We'll email or text you with new matches to view, too.**

Simply login at least once every 30 days to remain active in the match pool!

# MANAGE YOUR MATCHES

1. We display only your top 7 matches at one time on your dashboard. Remove any you are not interested in to free up space on your list.
2. See an opportunity you like? Click "Request to Connect" and take initiative!
3. If employers request to connect with you, hit "Accept" ASAP if you're interested!
4. Once you've agreed to connect, find employer contact information under "Connections," and take your next steps toward your dream job.