HOW TO ?

Apply for **student employment**

1

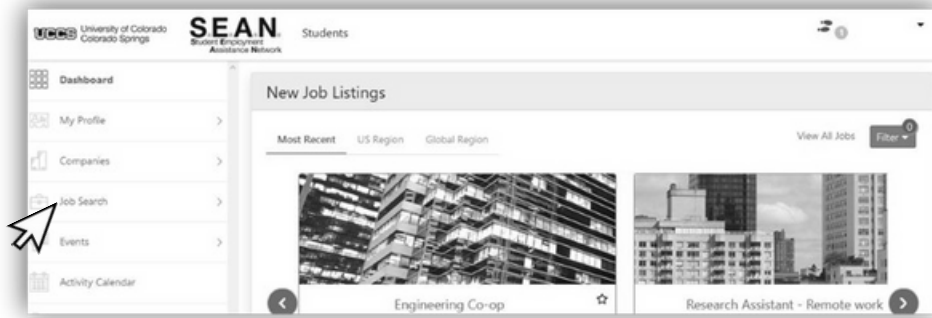Go to **http://seans.uccs.edu**.
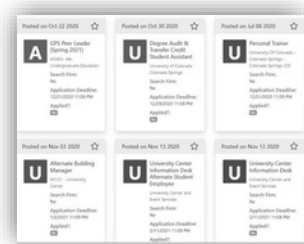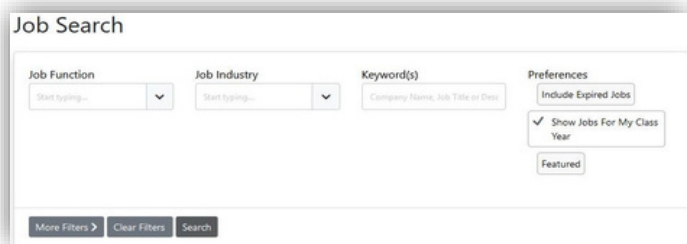
2

Click the **STUDENT LOGIN** icon.

3

If you have not already done so, you will be prompted to complete and/or review student registration information. Please **complete each section**, as this will assist you in your employment search.

4

Your **Dashboard** is your homepage, and will direct you to new job listings and announcements, as well as your profile, job search, company search, events, and more. Click on the **Job Search** tab to search for specific listings and narrow down your job criteria.

5

You can now see the results of your job search! Click on the job title for each listing for more information about that employment opportunity.

Note: You can edit your student profile information anytime! Click the **My Profile** option to begin. You can also upload a copy of your cover letter and resume in the **My Profile** section.