

The Career Services Office Presents:  
*Pacer Career Connection*

The **NEW** way to search job postings and post  
your *résumé* for employers to see.

All Students and Alumni are eligible to use **Pacer Career Connection**- USC Aiken's online job board- after completing the following registration process through a site that has been specially designed for the **USC Aiken** career center. Follow these simple steps:

1. Go to: **www.usca.edu/careers**
2. Click on '**Jobs**' and then click the '**Continue**' button at the bottom of this page
3. Create your access ID and password (make it something that is easy to remember, perhaps your USCA email).

**Access ID**  
**Password**

3. Click "**Continue Registration**"

Now you will be asked to complete the **REGISTRATION** form to search for Jobs. You may upload a **RESUME** at a later date.

### **REGISTRATION ENTRY**

Enter all demographic information. Fields with an (\*) asterisk are required...  
(Name, Current Address, Phone) and hit submit when you are ready.

**Congratulations! You are now ready to navigate through Pacer Career Connection! Now that you are all set up, you are ready to use the following features...**

### **RESUME ENTRY**

Click "**Upload a Resume**". *You should have a resume completed before uploading.* To locate it for upload, browse the file, select your resume, then click "**Upload your resume**".

### **JOB SEARCH**

Click "**Search for Jobs Posted to My School**", enter criteria specific to the type of job you are looking for on the search form, click "**Begin Search**"... You may also **Search for Jobs in CCN's Jobs Central**, our national job database.

From now on you can visit the "**Pacer Career Connection**" at any time, Twenty-four hours a day, Seven days a week, Three hundred and sixty-five days a year.

