How to Save Your Job Search

1. Create the search that you want to save.
2. Click on **Create Search Alert** if you have never saved a search.
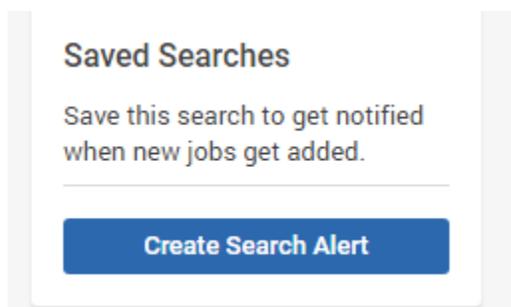
If you have previously saved a search, click on the **+ More Saved Searches** option under Saved Searches.
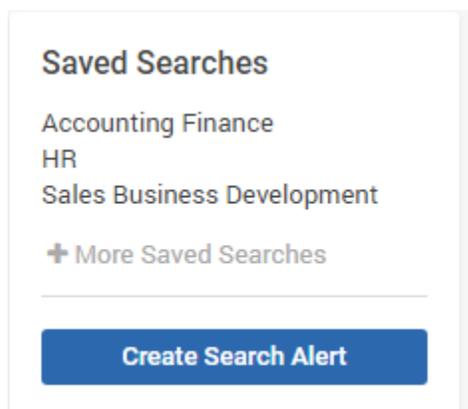
3. Name your search as something that you will remember.

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4. Click on the **pencil** beside the search to edit your preferences.

Search Title

Handshake Demo

Get Notified via

☑ Email ☑ In-App

Receive Alert

○ Daily ◉ Weekly

Delete Save

Helpful tips:

You can delete a search at any time.

To edit a search, you will have to change it and then save it under a different name. Then you can delete the previous search.

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