Handshake

At A Glance

Handshake is BYU's own job board. Employers who want to hire BYU graduates or offer internships to current students post their job openings to this website and students can apply. Just like LinkedIn, employers can view student profiles and students can network as they apply for jobs and internships.

Login to Handshake.byu.edu with your netid@byu.edu

1. Download Handshake App

- Select Continue with School
- Type in "Brigham Young University"
- Select School Login
- Input your BYU e-mail address: netid@byu.edu (it will forward emails to the e-mail you have on file with BYU)
- Handshake will send you a link via e-mail to enable your account in the app
- Navigate the app to perform all the funcions of the website that have been previoiusly mentioned

2. Complete Your Profile

- Fill in the Summary/Bio section
- Fill in your past jobs and experiences, including all the bullet points you use on your resume
- Add a professional headshot and background photo
- Information from your transcript is already uploaded
- Make your profile discoverable to employers

Remember: Every word in your profile will be searchable by students and employers

3. Apply For Jobs

- Search collections related to your major
- Search for job titles, employers, or skills
- Apply for interesting jobs that meet your skill set

4. Research Companies

- Under the Jobs tab there is an Employers tab
- Use keywords or locations to search for companies that are the right fit for you
- Plan to attend employer info sessions on BYU Campus, connect with employers at Career Fairs or set up informational interviews with them.

Remember: When looking at companies or jobs, Handshake will tell you what other BYU Students have worked there. Use this resource to network and discover more information!

5. Explore Fellow Students

- Use the People tab to find peers
- Search for fellow BYU students to view their profiles and job positions
- Attend events

Employers are
5x more likely
to view a profile that has at least one job, skill, and organization.

6. Attend Events

- The Events tab will be your key to finding info sessions interviews, and Career Fairs
- Make sure to save events you are interested in and RSVP so you do not forget to attend
- Spread the word to your friends on social media
- Use Collections to filter results in your major

BYU Career Services
1134 WSC
(801) 422-3000
careers.byu.edu

Career Services studio!

Handshake Profile Rubric

Name: Reviewer: Date:

Meets and/or Exceeds Expectations	Partially Meets Expectations	Does Not Meet Expectations
Profile includes a photo that is professionally appropriate for the student's intended industry.	Profile includes a photo but it is not professionally appropriate.	Profile does not include a photo.
My Journey section includes specific information about the student's skills, experience, and goals. The section is free from grammatical and spelling errors.	My Journey section is vague. Summary contains one or more grammatical/spelling errors.	Student has not written anything in the My Journey section.
Expected graduation date has been added to Education section.		Expected graduation date has not been added to Education section.
Experience section includes at least 2 entries. Each entry includes title, employer, dates, location and a description of the work done.	Experience section includes 2 entries but no description of work is provided.	Experience section contains less than 2 entries.
The Job Hunt, Cities, and Industries fields of the Your Career Interests section are complete.	Fill out entire Career Interests section on profile (especially types of jobs) and where you are interested in living sections (partially).	The Job Hunt, Cities, and Industries fields of the Your Interests section are not complete.
Profile includes at least 3 skills.	Profile includes 1-2 skills.	Profile does not include any skills.
A resume is uploaded to profile and is viewable by employers (public).	A resume is uploaded to the profile but not viewable by employers.	A resume is not uploaded to the profile.

All other fields/categories make your profile more robust, which makes it more likely to be viewed by employers and promote your brand.