



How to Set Up Your Profile on Hire Heroes USA's New Job Board

1. To Register: Use the same email address that you used to register for Hire Heroes USA services. Then, create a secure password. **Note: If you had an account on the old job board, select the "Log In" at the bottom of the page; your password will be the same as the previous job board, but you will be prompted to reset your password.**

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By registering you agree to our [Privacy Policy](#) and [Terms & Conditions](#).

Already have an Account? [Log In](#)

If you had a previous account on our old job board, select **Log in**. Use your register email, and previous job board password to log in. You will be prompted to reset your password.

2. Next, you will be directed to the "Manage Profile" page. This is where you need to upload your Hire Heroes USA resume. It is also **HIGHLY RECOMMENDED** that you complete your profile, which makes you searchable to employers and recruiters who are conducting keyword searches. Make sure to also highlight your skills in the "Additional Skills" box - keywords here are essential!

Online and Social Presence

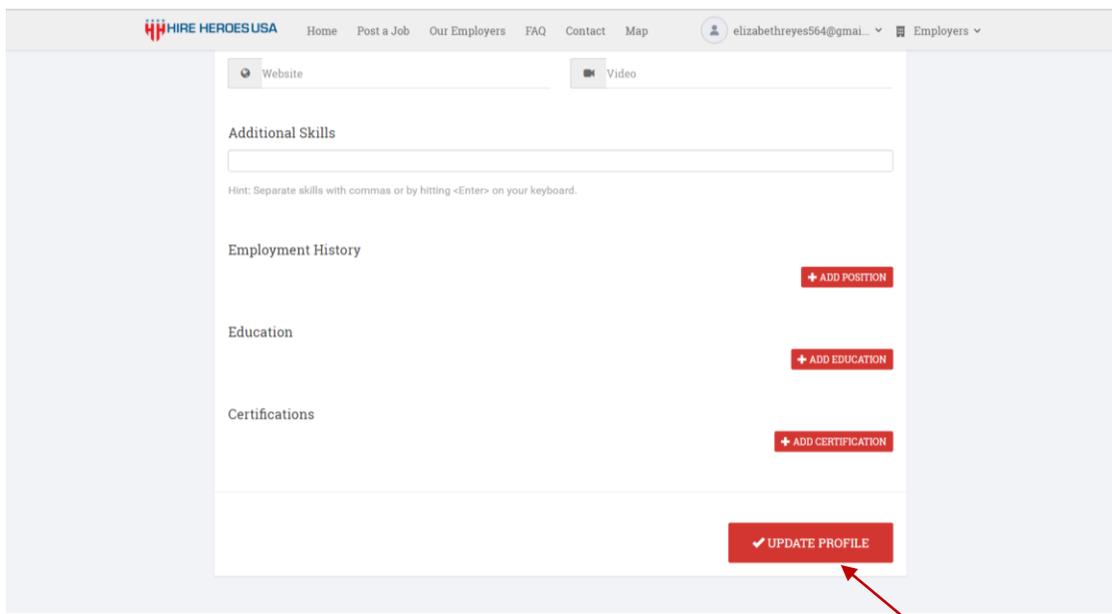
[LinkedIn](#) [Twitter](#)

[Website](#) [Video](#)

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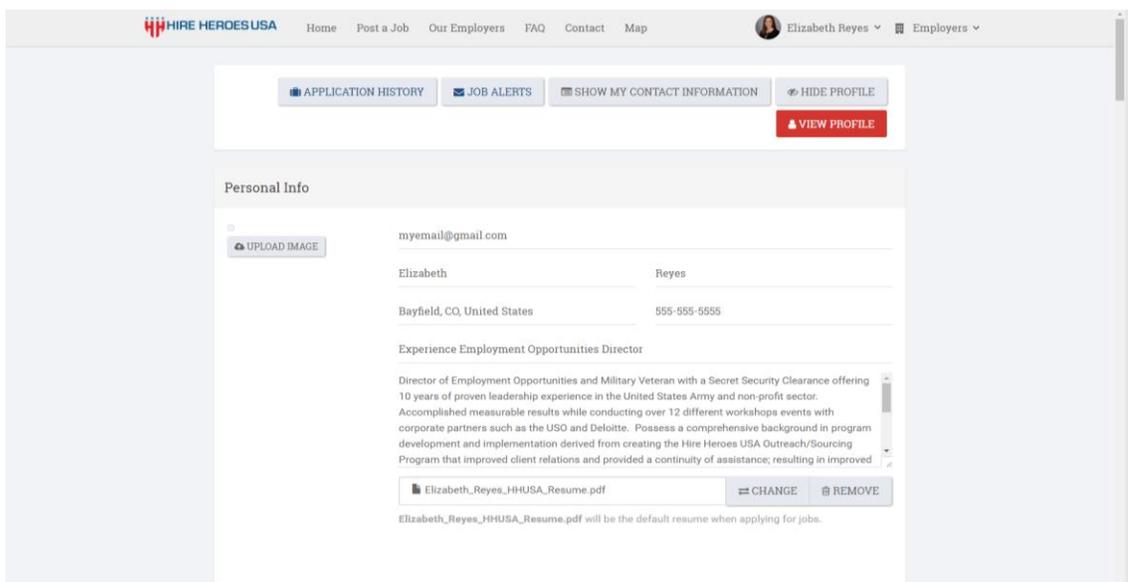


- When you're finished entering information into your profile, select **"update profile"** at the bottom of the page to save all your changes.



- With our new job board, you also have the ability to view your application history, subscribe/unsubscribe to job alerts, show or hide your contact info, and hide/unhide your profile.

Select "Update Profile" to save changes



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Important Notes

- Highly Recommended: **DON'T HIDE YOUR CONTACT INFORMATION OR YOUR PROFILE** - many of our Employment Partners use our resume database to scout for talent!
- **FILL OUT YOUR PROFILE COMPLETELY** and include keywords in the "Additional Skills" portion of your profile. This will allow you to be found by employers when they do keyword searches to find candidates who fulfill their hiring needs. If keywords are in your profile, you will appear in search results for the keywords you have included.
- **REGISTER YOUR ACCOUNT IMMEDIATELY!** The account registration page is the only way you can create an account on the Hire Heroes USA Job Board, and it's for your individual use. The link isn't publicly available on the web. Once you have created your account on the job board, you can log in directly on the job board website. If you lose the link to the account registration page, please contact your Veteran Transition Specialist to get another link.