



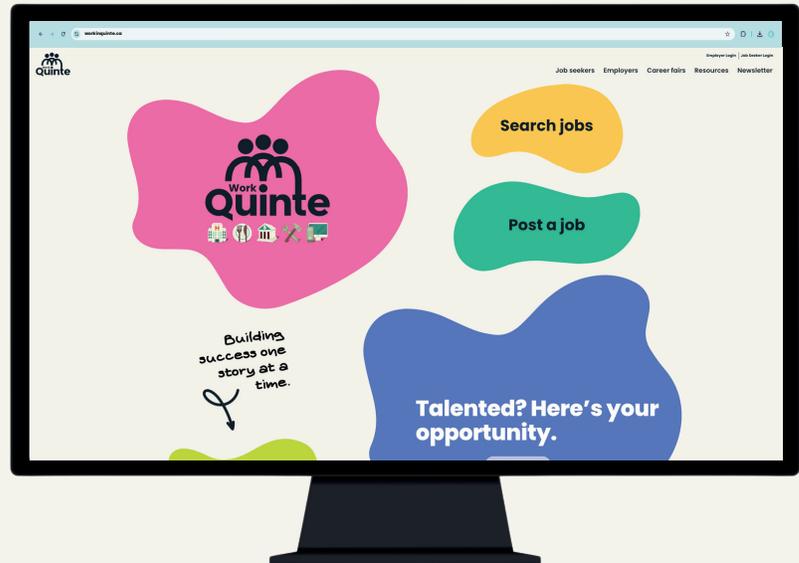
A division of the Bay of Quinte Regional Marketing Board

# How to set up an employer account

[workingquinte.ca](http://workingquinte.ca)

# Step 1 – go to [workinquinte.ca](http://workinquinte.ca)

Find us here!

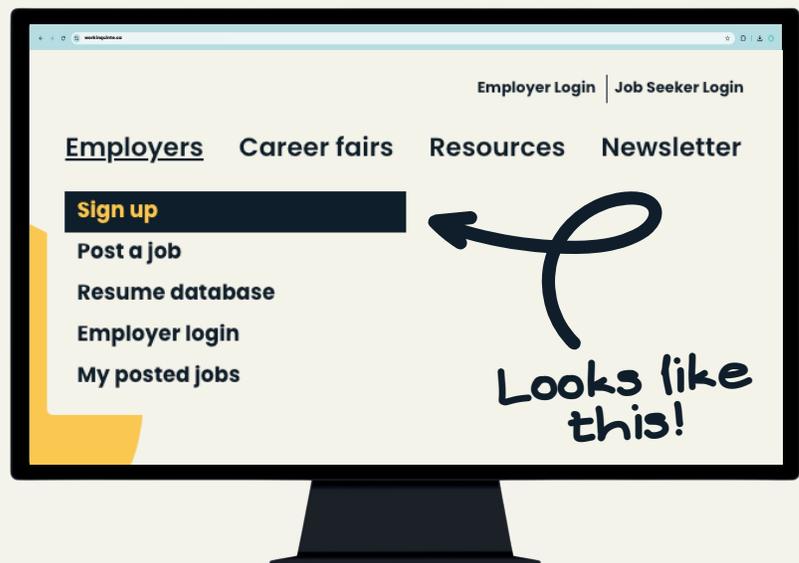


[workinquinte.ca](http://workinquinte.ca)

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# Step 2 – employer sign up

Hover over Employers and click Sign up



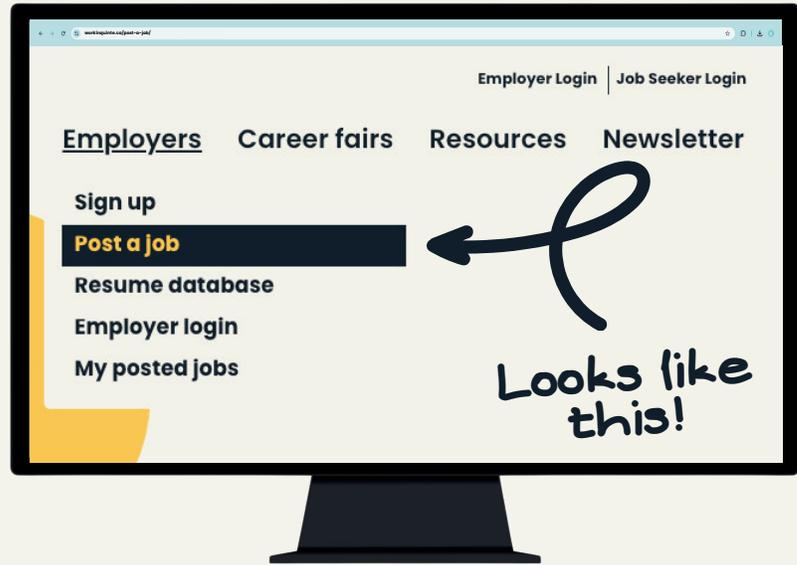
[workinquinte.ca/employer-sign-up](http://workinquinte.ca/employer-sign-up)



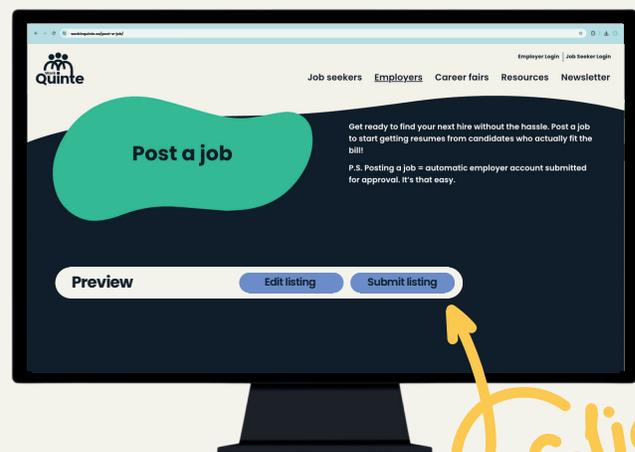
# Step 4 – post a job(s)

(Optional but recommended if you have jobs ready to go!)

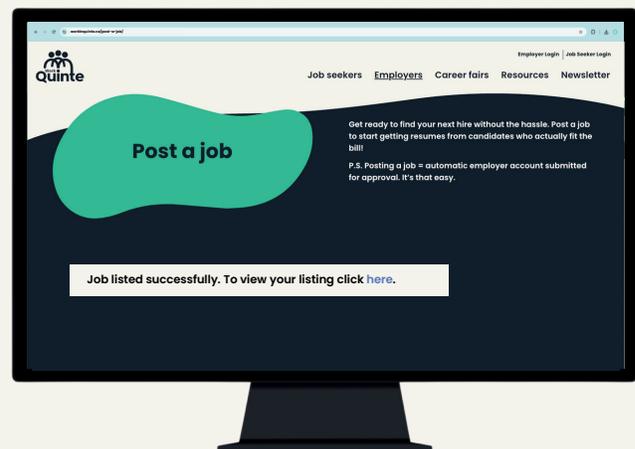
Hover over Employers and click Post a job



Fill out all of the relevant fields on the form and click Preview & Submit



Review your draft and when ready click submit listing



[workingquinte.ca/post-a-job](https://workingquinte.ca/post-a-job)

PS-it could take up to two business days to review submissions



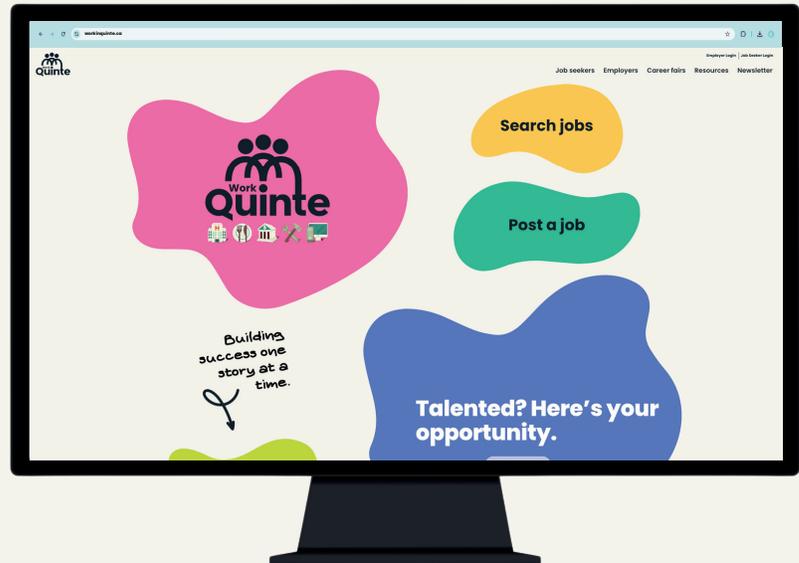
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# How to post a job

[workingquinte.ca](http://workingquinte.ca)

# Step 1 – go to [workinquinte.ca](http://workinquinte.ca)

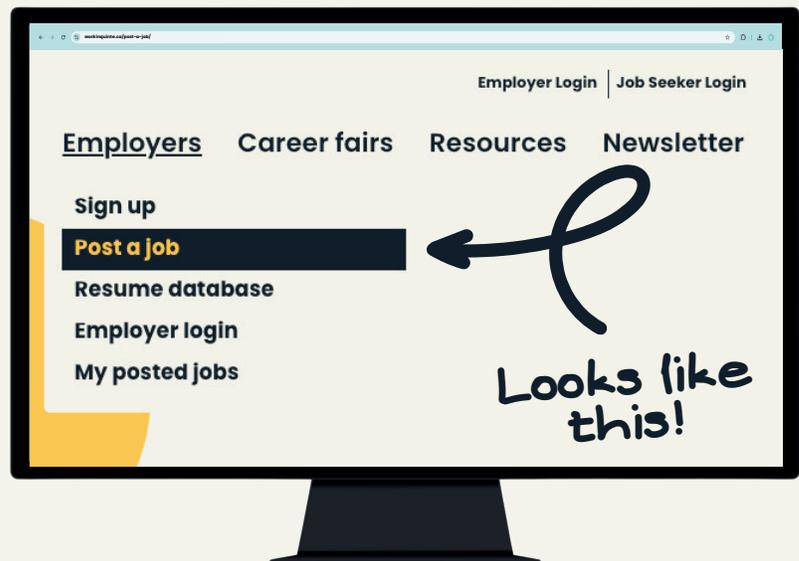
Find us here!



[workinquinte.ca](http://workinquinte.ca)

# Step 2 – post a job

Hover over Employers and click Post a job



[workinquinte.ca/post-a-job](http://workinquinte.ca/post-a-job)

# Step 3 – log in / fill out form

If you have an account click Sign in and then continue to fill out the job form

OR

Fill out the job form and create an employer account at the same time

click!



Click Preview & Submit

Review your draft and when ready click submit listing

You will see a confirmation message that the job was listed successfully



Post a job

Get ready to find your next hire without the hassle. Post a job to start getting resumes from candidates who actually fit the bill!

P.S. Posting a job = automatic employer account submitted for approval. It's that easy.

Have an account? [Sign in](#) if you don't have an account you can create one below by entering your email address/username. Your account details will be confirmed via email.

Your email:

Job Title:

Location:

Salary (optional):

Salary UNIT (optional):

Company Details

Company name:

Website (optional):

Tagline (optional):

Video (optional):

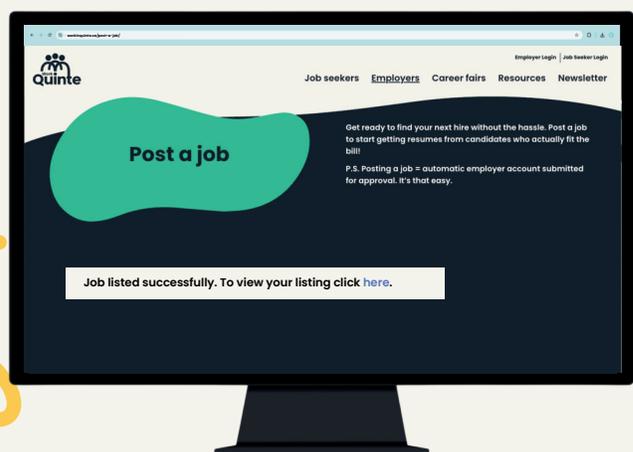
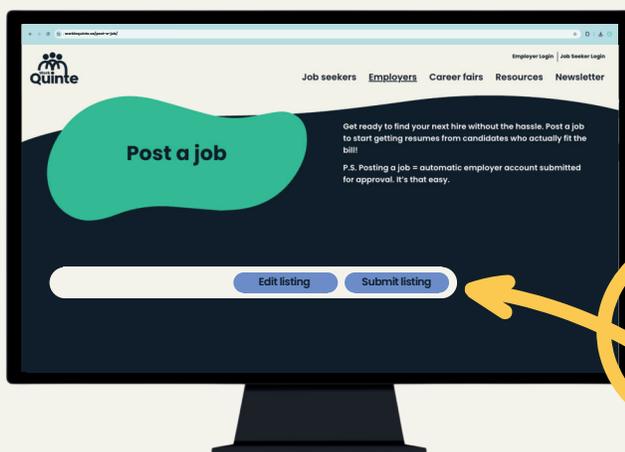
Twitter username (optional):

Logo (optional):

Are you human?  I'm not a robot

I accept the Terms and Conditions.

[Preview & Submit](#) [Save Draft](#)

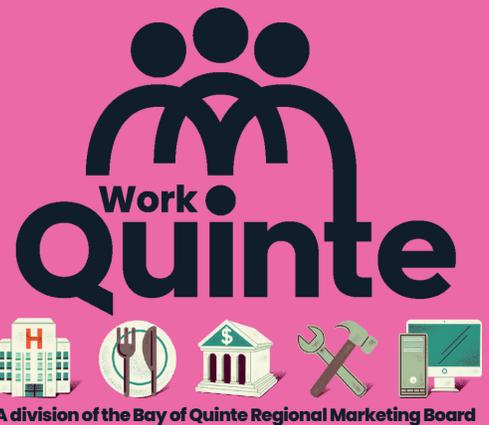


[workingquinte.ca/post-a-job](http://workingquinte.ca/post-a-job)

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# Looking for answers?

Email us here!



**info@workingquinte.ca**