

How to Manage Your Company's Cybersecurity Jobs Board Profile

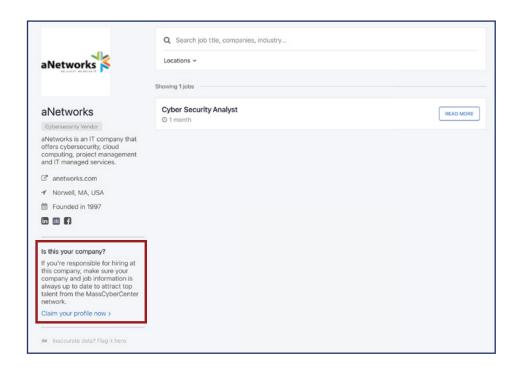
The MassCyberCenter is thrilled to have your company included in the <u>Massachusetts Cybersecurity Jobs</u>

<u>Board</u>. When a cybersecurity job is post on your company's website, it will automatically appear on the Jobs Board. A complete list of companies the MassCyberCenter has approved to be represented on the Jobs Board can be found in the <u>Explore companies</u> tab.

While no action on your part is required for your company's posted cybersecurity jobs to appear on the Cybersecurity Jobs Board, you have the opportunity to manually post jobs and manage your company's profile.

To do this, someone from your company will need to "claim your profile" directly from the Jobs Board. Here's how it works:

- 1. As a team member from your company interested in managing your company's profile or job source, you would go to the Jobs Board and search for your company profile on the **Explore companies** tab.
- 2. Click on your company profile and select "Claim your profile now"; from here you will be directed to create a profile to be a company admin.



As long as you have a company email address that matches the company website domain on your job board, you will be able to self-claim your company admin profile!

After you create your profile and have claimed your company, you will be able to:

- Edit the general information for your company profile;
- Edit the job source from which we're extracting jobs; and
- Post a job directly to the job board.