NEW JoomBah Jobs

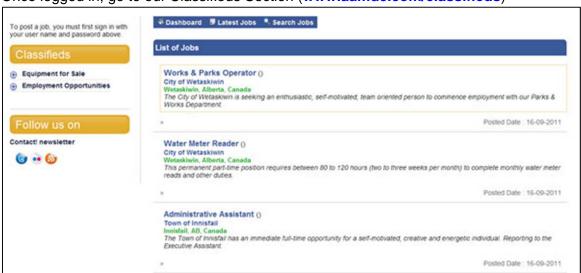
The AAMDC has launched a new job posting tool that allows for our members to register as employers and post as many jobs as they'd like.

ADVANTAGES

- No re-entering your address, email, etc. All your information is contained on your employer page
- You can make changes to your employer page and jobs easily
- Anyone with an AAMDC username/login can create an employer profile
- Easy-to-use job search tools and applications
- Ability to tell job seekers more about your organization/company with Employer description options, including the ability to add your logo/photos

HOW-TO

- Not an AAMDC registered user? Take a few minutes to sign up at www.aamdc.com. Learn how to register here.
- 2. Once logged in, go to our Classifieds Section (www.aamdc.com/classifieds)



3. You'll see a full list of current jobs, as well as a header bar. Click on 'Dashboard'.



4. Once on the Dashboard, you will have a number of options, including posting a job and editing your employer profile. Click on 'Employer Profile' in the header bar.



- 5. Enter/edit your user and company information, then click 'Save Profile.' Now you can post any job you wish and your employer information will be linked to all job postings.
- 6. When you return to the Dashboard, click the green button with the '+' sign that says 'Post New Job'. You will note that the 'Employer Information' part at the top of the form that your company name is inserted automatically.
- 7. Fill in your job description, position expiry date and employer contact information (if different from the contact named in your employer profile).
- 8. Click 'Save Job' and you're done!

Have questions? Contact us at aamdc.com for more information.