How to Get Started in Handshake

What is Handshake?
Handshake is a career network, recruiting platform, career events calendar, and career/internship appointment system for UMass Amherst college students.

What can you do on Handshake?
All UMass HFA students have a profile on Handshake – you can customize your profile by adding a resume, profile picture, career interests, work experience, etc; you can connect to hundreds of employers who are all looking for college students; you can apply to jobs and internships those employers post through the website; you can learn about and sign up for career fairs and other events; and you can sign up for one-on-one appointments with career and internship advisors.

How to Log in
1. Go to: umass.joinhandshake.com. You should already be in the system and can activate your account by clicking on Sign up for an Account tab.

Next Step: Fill out your profile
Some of your information will already be in your Handshake profile - this information is provided by the school registrar and is updated regularly.

Another Next Step: Adjust your profile settings
Decide whether to make your profile public or private.
1. If you make your profile public, the information in the profile can be seen by any employer on Handshake (there are some Handshake profile components, like GPA, that have their own privacy settings). Your profile can’t be seen by other students or by Career Centers at other schools.
2. If you make your profile private, it can only be seen by you and your school’s Career Center.
3. You can switch your privacy status at any time, from private to public or from public to private.
4. The more information you add to your public profile, the easier it will be for employers to find you. If you decide, however, to not have a public profile, you can still apply to all opportunities listed and contact employers directly.

Take Handshake for a Spin!
1. Use the landing page, top search bar and filters to look for companies, jobs and internships you’re interested in learning more about or applying to. Remember, you can always save your searches in Handshake so finding relevant employers and jobs will be easy.
2. Follow jobs and employers you’re interested in. When you follow an employer or a job, you can begin filtering based on companies you follow.
3. Find some career fairs or employer information sessions to attend to learn more about the opportunities around you.

Review:
2. Click the blue button that says “University of Massachusetts Amherst Sign On”
3. Complete your profile to personalize your job feed.
4. Start searching for opportunities and events!