

Employment Opportunities on the SCNZ Website

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Introduction

SCNZ members can now add employment opportunities to their member's pages. An employment search is also available in the careers section of the website.

Other additions are the addition of icons to indicate you will take:

- Gateway School Students and/or
- STAR School Students
- Work experience School Students and/or
- Modern Apprentices

How to Load Your Vacancies

Step 1.

Log in to www.scnz.org

Step 2.

Go to member's icon, then member's login then enter your name and pin number





Step 3.

Enter employment icon and the screen will show details as below in Figure 1

Edit Member: [Details](#) | [Images](#) | [Projects](#) | [Employment](#)

Employment:

I am willing to accept:

Gateway school students	Work experience school students	Modern apprenticeships	STAR
			

I have the following vacancies:

You have no vacancies posted yet.

Title

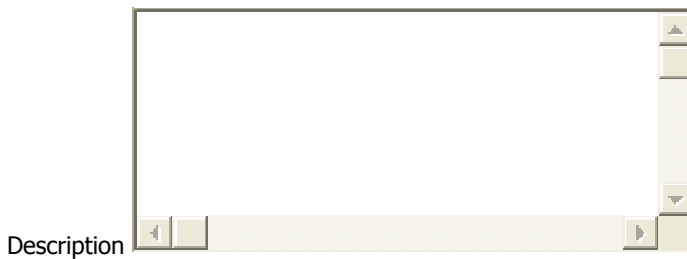


Figure 1 Employment update screen on members area of www.scnz.org

To indicate you are willing to take Gateway, Work experience students, STAR students or modern apprentices click the red X and a green tick will appear (Figure 2).

Edit Member: [Details](#) | [Images](#) | [Projects](#) | [Employment](#)

Employment:

I am willing to accept:

Gateway school students	Work experience school students	Modern apprenticeships	STAR

Figure 2 Updated Gateway / Star screen on members area of www.scnz.org

Schools Careers advisors and other interested people will now be able to log-in, check your willingness to take school students and contact you direct.

To add vacancies put in a title and then enter a description, contact details etc to the box as shown in Figure 3. Log out and you're done. People looking for work will now be able to visit our website and contact you directly about vacancies you have listed.

I have the following vacancies:

You have no vacancies posted yet.

Title

Description

Figure 3 Updated Vacancies screen on www.scnz.org members area