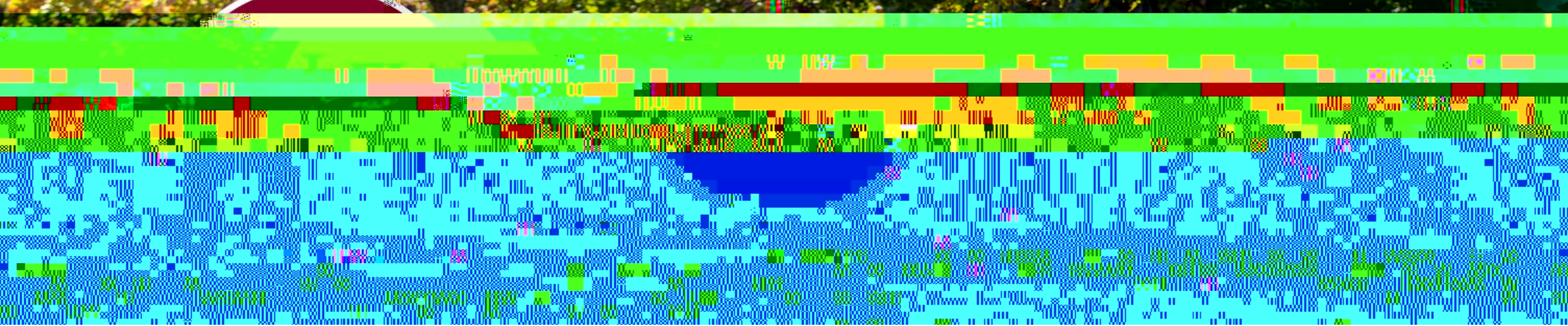




How to find student employment jobs with Flyers Get Hired/Handshake

Log into the myLewis Portal and select the Resources icon.
Then select Handshake from the list of University Resources





Click on Jobs in the top menu bar (visible from any screen)

The screenshot shows the LinkedIn Jobs page. At the top, there are navigation links for 'Jobs', 'Events', and 'Employers'. On the right, there are links for 'Inbox' (with a red badge showing 50) and 'Career Center' (with a red badge showing 9). Below the navigation bar, there is a search bar and a row of filters: 'Location', 'Full-time job', 'Internship', 'Part-time', 'On-campus', and 'All filters - 1'. The 'On-campus' filter is highlighted with a red circle and an arrow pointing to it from the first callout box. Below the filters, there is a list of job postings. One job posting is highlighted with a red circle and an arrow pointing to it from the second callout box. The job title is 'Part-time, On-campus: Tutorial Services Student Tutor'. To the left of the job title, there is a red circle and an arrow pointing to it from the second callout box. Below the job title, there is a table with columns for 'Application deadline', 'Posted date', 'Estimated salary', and 'Company division'. The 'Application deadline' column shows 'August 30, 2022 2:00 AM'. The 'Posted date' column shows 'May 29, 2018 (8/27/18 - 5/18)'. The 'Estimated salary' column is empty. The 'Company division' column is empty. Below the table, there is a red circle and an arrow pointing to it from the third callout box. The red circle is around the 'Apply' button. The 'Apply' button is a green button with the word 'Apply' in white. Below the 'Apply' button, there is a red circle and an arrow pointing to it from the third callout box. The red circle is around the 'Lewis University' logo. The 'Lewis University' logo is a green circle with the text 'Lewis University' inside.

Jobs Events Employers

Inbox 50 Career Center AP 9

Jobs Saved

Search

Location Full-time job Internship Part-time On-campus All filters - 1

1. To find student employment jobs, select the On-Campus filter.

2. Click on the job title on the left to see more information about the position on the right.

Jobs with the Lewis University logo are part of the student employment program.

3. When you find a job you would like to apply for, please click the apply button.

1. To apply for any student employment job, you will need to complete the Lewis University Student Employment Application which can be downloaded after hitting the apply button. Save your completed application to your computer so you can upload it as you apply for jobs.

NOTE: PLEASE BE SURE TO SAVE THE DOCUMENT TO YOUR COMPUTER, FILL IT OUT, AND

