Handshake is the university platform to discover jobs and internships, register for events, schedule appointments, and find career resources - open to all CU Denver students and alumni.

**HANDSHAKE RESOURCE LIBRARY**
- Access our resources through Handshake 24/7 through the Resource Library

**EMPLOYER DATABASE**
- Use Handshake to search, under the Jobs tab, all employers who have requested to recruit CU Denver students and alumni
- Search by Employer Size, Industry, and location.
- Favorite Employers to receive notifications when new jobs are posted.

**ADDITIONAL FEATURES & RESOURCES**

**QUICKTIPS**
Monday – Thursday
11:00 - 1:00pm | 3:00 - 5:00pm
Get a Handshake demo or have any Handshake questions answered during QuickTips!

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**WANT FURTHER SUPPORT?**
- Visit the Handshake Help Center at: support.joinhandshake.com for how-to articles, video tutorials and more!
Visit the Career Center’s home page and click Handshake or visit ucdenver.joinhandshake.com.

Click on “University of Colorado Denver Sign On”. This will bring you to the PassportID Web Login page where you can login using your normal CU Denver credentials.

If this is your first time logging in you will be brought to the Welcome Screen. Once you click “Activate My Account” you will be brought through a series of onboarding questions. Fill these out as thoroughly and as honestly as you can – this will determine what kinds of jobs are recommended for you.

Make sure your profile is complete and up to date! Jobs on Handshake use this information to determine your qualifications for their jobs or internships.

Click “Jobs” tab and search for all Job Types including Part-Time, Full-Time, On-Campus, and Internship Opportunities. Click on “Advanced Options” to show Work-Study filter and see eligible positions that are currently active.

Save filtered searches, manage all of your Applications, search Employers, and apply for On-Campus Interviews here.

Make your profile public to other CU Denver students so you can see how your peers are filling out their profiles. See students and alumni in your major and how they showcase their experience.

One resume for one job! Here in the Documents tab, you can upload application materials you plan on using for each application. Label them so you can find which resume is for which application when you’re ready to apply. The Career Center can help you tailor these.

Search Upcoming Events, register for workshops, keep up to date on upcoming Career Fairs, and see a calendar of when employers will be on campus.

Click into any event and simply click +Join Event to register.

Schedule appointments online!

Under Career Center | Appointments | Schedule A New Appointment. Choose the Category and Appointment Type, if you’d like to meet with a particular counselor, and pick the time and date that works for you.

You can always call the Career Center to schedule an appointment.

DO YOU HAVE QUESTIONS?

Contact the Career Center Team!
Call us at 303.315.7315 or email us at CareerCenter@ucdenver.edu
Visit us in Tivoli Student Union, Suite 267