

Employ Florida

www.employflorida.com



Nan paj sa, ou kapab:

- Chèche travay
- Fè on rezime
- Resevwa èd pou chèche travay
- Jwen fason pou etidye e resevwa fomasyon



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Employ Florida

Utilize Paj Resume Builder



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“Resume Builder” kijan pou ou fe on Rezime

Pi bon fason pou utilize Employ Florida, se pa fè Rezime’w sou sit la, (utilize program espesyal ki fèt pou sa pito...). Lè Rezime ou pare wa mete li sou sit Employ Florida a.

Rezime a dwe gen seksyon sa yo:

- Enfòmasyon pèsone
- Tit travay
- Kèk detay
- Nan kisa ou bon
- Reyalizasyon (si ou vle wa ranpli sa a)
- Edikasyon
- Ki fomasyon’w (si ou vle wa ranpli sa a)
- Sètifikasyon (si ou vle wa ranpli sa a)
- Detay sou kote ou te travay
 - Non konpayi an
 - Pozisyon ou te okipe
 - Dat ou Komanse epi dat ou kite djob la
 - Kèk detay sou djob sa

Kreye on Rezime sou Employ Florida

The screenshot shows the Employ Florida website interface. On the left, there is a 'Meni' (Menu) sidebar. Under the 'Quick Menu' section, the 'Résumé Builder' option is highlighted with a red circle. A red arrow points from this option to the main content area. In the main content area, under the 'Job Seeker Services' section, the 'Résumé Builder' link is also circled in red. The page header includes navigation links like 'Lakay', 'Gid', 'dekonekte', and 'Sèvis pou tout moun'. The main heading says 'Welcome to My Individual Workspace To This page introduces you to system featu'. Below this, there are tabs for 'My Dashboard', 'How We Can Help You', 'Directory of Services', and 'My Resources'. The 'Job Search' section is visible, with the 'Résumé Builder' link prominently displayed.

Pou komanse fè rezime’w sou “Resume Builder” fok ou peze sou “Resume Builder” ki anba “Quick Menu” epi ale sou “More Job Seeker Services”.

Sa ou ka fe apati de bouton “Resumes”

Use this folder to manage your list of résumés. To create a new résumé, click the Create New Résumé button. Click résumé. You may also use a résumé to search for jobs by clicking the Search link in the Action column.

[Dosye endividyel]

Rezime

We nouvo Rezime

Fe you nouvo Rezime

0 Records Found

A pati de bouton “Resumes” a, moun kap chèche dyob kapab ou byen gade “View active resumes” (pou wè rezime ki la deja) ou byen “Create new Resume” (pou fè yon nouvo rezime) .



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Kreye on nouvo Rezime

Rezime

We on ansyen rezime

Kreye on nouvo Rezime

0 Records Found

Peze bouton vèt la ki di: “Create new Resume”.



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Rezime sou Employ Florida

- ❑ Premye bagay pou'w fè, se bay rezime ou a yon tit ^{an anglè}:
“Data Entry Resume”, pa egzanp.
- ❑ Ou ka chwazi nan modèl rezime **Employ Florida** bay yo:
 - **Comprehensive** (fè rezime paw)
 - **Upload** (Itilize yon rezime ki la deja)
 - **Copy & Paste** (pran kèk liy de youn pou mete nan yon lot) (sa rapid men anplwayè yo pa renmen sa)
 - **Quick** (Kreye yon ti rezime rapid). Sa ap pèmèt ou kòmanse aplike pou djòb pi vit men li pas vreman fè'w jwen dyob ki ale avè'w.)
- ❑ Fok ou trè kle e bay anpil detay.
- ❑ Sèvi ak mo kle pou fè li pi fasil pou Anplwayè yo jwenn ou



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Non Rezime

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Lakay

Gid Pam

Dekoneksyon

Sèvis pou tout moun

Sèvis pou Anplwayè

EMPLOY FLORIDA

TIT

Sa pouw retire

Objektif

Sa Anplwayè ap chèche

Plak onè ou resevwa & Aktivite

Edikasyon

Lèt Enfòmasyon

Sètifikasyon

Kontak

Travay

Referans

Konpetans

*Bay enfòmasyon yo bezwen yo

Non Rezime

* Tit Rezime

Manager Sales and Marketing

Remak: Ou ka vle mete mo ki mete aksan sou konpetans ou, eksperyans oswa espesyalite'w. Epitou, konnen ke le Anplwayè yo ap chèche moun se konsa yo fe tou

☒ Pèmèt patwon yo wè rezime'm sou entènèt.

☐ Kache rezime'm pou patwon yo pa wè.

Montre bon bagay pou fe rezime

Metòd pou fe on Rezime

☐ Comprehensive.

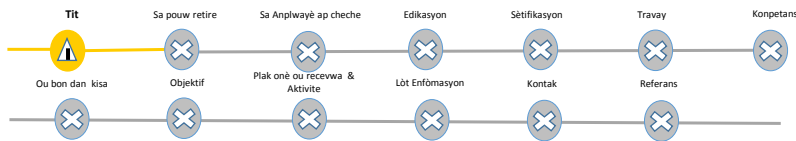
(Fe Rezime paw)

Mèt rezime a, ap fini komplete seksyon ki di “**Resume Title**”.

Metòd pou kreye Rezime



Fe Rezime ou



Metod pouw fe on Rezime

- ☐ Comprehensive.
(Fe Rezime paw).
- ☒ Upload
(Itilize yon rezime ki la deja)
- ☐ Copy & Paste
(pran kèk liy de youn pou mete nan yon lot) (sa rapid men anplwaye yo pa renmen sa)
- ☐ Quick
(Kreye yon ti rezime rapid). Sa ap pèmèt ou kòmanse aplike pou djòb pi vit men li pas vreman fè w jwen djòb ki ale avè w.

<< Envan

Apre>>

Anba kote ki di **“Metòd pou kreye Rezime”**, chwazi metod ou pito a, (kankou **“Upload”**), apre peze bouton ki di **“APRE”>>**.

Chwazi on Rezime

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Fe Rezime ou

Chwazi Rezime ou a

Tanpri revize avèk prekosyon rezime ou anvan ou metel sou entènèt pou patwon yo ak rekritye yo. Tcheke òtograf, gramè

Tanpri peze bouton Chwazi Rezime pou chwazi dokiman rezime ou vle a

Chwazi rezime Tom Sanchez_COMBINATION#2.docx

For security reasons, we advise you to remove your email and cell phone numbers from your résumé before uploading. Employers can contact you through our messaging system if you your résumé through our résumé search functions.

If you wish to manually enter your résumé in a step-by-step process, [click here](#).

<< Envan Apre >>

Mèt rezime a dwe peze bouton **“Choose File”** kap mande kibo rezime ou ta vle utilize dans Employ Florida a ye. chwazi li et peze **Apre>>**.



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Chwazi kote ou ta vle travay

Chwazi kote ou ta renmen travay. Pou chanje zòn nan, peze sou “**Chwazi Zone nan**” et chwazi opsyon ki disponib yo



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Chwazi yon okipasyon

Peze “**Identify okipasyon karyè ou vle**” pou ou Identifye okipasyon karyè ou vle. Chwazi sa ou vle a epi peze sou **Aprè>>**.

Anvan ou kite paj sa a, asire w ke ou pese “**Mizajou enfòmasyon background.**”



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Chwazi Salè ou vle

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* Bay enfòmasyon sa yo

Salè ou vle

* Salè ou vle: \$28.75 hourly (\$60,000 annually) or more

☒ Mizajou enfòmasyon background

Chwazi sa ki bon pou ou et peze sou "Apres"

Cost of Living Comparison | View Labor Market Wage Rates for Sales Managers

<< Envan Apres >>

Identifye salè ou vle, lè ou peze sou flèch desan nan e peze sou bouton "Apres>>".

Lòt Atik Anplwayè bezwen konnen

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Fe Rezi ou

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* Bay enfòmasyon sa yo

kisa ou vle fè dans djòb la

* Tit dyob ou ta vle a: Sales Manager

☒ Ce Kalite dyob sa yo ke yo pral chèche pou ou

ki tip djòb wap chèche

Tip dyob Chak jou

Travay Chak jou ou sote jou Chak jou (30 hours or more)

ki lè ki bon pou ou

* Chwazi hore ou vle fe

* Chwazi jou ou vle travay

si ou vle vwayaje

Ou vle Voyage? Vle vwayaje

Kantite tan ou vle vwayaje 25 %

Gen enfòmasyon ki enpotan:

- 1 "kisa ou vle fè dans djòb la (ex: "Sales Manager")
- 2 "ki tip djòb wap chèche" (ex: "Regular")
- 3 ki lè ki bon pou ou ki lè ki bon pou ou (ex: "Day Shift, Evening/Swing Shift, etc.")
- 4 si ou vle vwayaje (ex: "Willing to travel")

Jan de Job ou vle

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Dyob ou ta renmen

Kont ou	Travay ou vle	Travay Chak jou (FT) ou sote jou	Orè	Jou ki disponib
Manage vant	Regular (Chak jou)	FT	La jounen, Apre midi/ Nenpòt	Dimanch, Lun Madi, Mècr, Jedi, Vend, Sam

[Ajoute on lot Kont]

<< Anvan

Apre >>

Aprè,
verifeye pou
asire ke tout
bagay
kòrèk, epi
peze sou
Apre>>.



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Enfòmasyon sou Lisans Chofè'w

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* Bay enfòmasyon sa yo

Enfòmasyon sou Lisans chofè

Eske ou gen on lisans ki bon ☒ Oui ☐ Non

Pibliye andeyò Etazini: ☐

* Eta ki pibliye li :

Florida

* Kalite Lisans lan:

lisans chofè regilye

Klas Lisans Chofè:

☒ Class A – Nenpòt konbinezon de machin ki gen yon Rating pwa de 26,001 oswa plis liv, machin ki gen yon Rating pwa brit de 26,001 oswa plis liv bay pwa a machin brit
 ☐ Class B – Nenpòt konbinezon de machin ki gen yon Rating pwa de 26,001 oswa plis liv, oswa nenpòt ki machin kanikou remokage
 ☐ Class C – Nenpòt machin, oswa plizye machin, ki pa respekte definisyon Klas A, oswa Klas B,
 ☐ Class E – Machin Prive
 ☐ Class E – elèv
 ☐ Motosiklet tou

Bati pwofil la gen
ladan **Enfòmasyon
sou Lisans chofè
ou e Eta ki
pibliye li ak
Kalite Lisans
lan.**



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Lòt Atik Anplwayè bezwen konnen

Resume Upload Builder

Titre Resume Extraction Employer Search Items Education Certifications Employment

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* Bay enfòmasyon sa yo

Sistèm sekrite

Ki nivo Sistèm sekrite?

Lang e kijan on alez ladan

Lang Alez ladan

[Ajoute on lot lang]

Vitès ou sou machin a tape

Vitès ou sou machin a tape

<< Anvan Apres >>

Gen enfòmasyon ki enpotan:

- Sistèm sekrite'w
- Lang e kijan on alez ladan
- Ki rapidite'w pou tape nan machin

Lè sa yo konplè, peze bouton **Apres>>**.



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Edikasyon

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* Bay enfòmasyon sa yo

Edikasyon ak Fòmasyon

Pa ranpli pou nivo edikasyon ki mwens pase lekòl segondè oswa diplòm ekivalans lekòl segondè. Sètifikasyon

* Ki wote etid ou:

* Sa ou etidie:

Klasifikasyon Pwogram Edikasyon:

* Ki Enstitisyon:

Vil:

Eta / Pwovens (nan enstitisyon):

Peyi (lekòl / enstitisyon a ye):

* Eske wap etidie Kounye a dans lekòl sa a? ☐ Oui ☒ Non

Tout Enfòmasyon sou edikasyon yo soti nan rezime'w. Si gen yon bagay ki manke wap wè li an wouj. Fè koreksyon jan sa nesesè.



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Edikasyon ak Fòmasyon

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Lakay
Gid Pam
Dekoneksyon
Sevis pou tout Moun
Sevis pou Anplwayè

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* Bay enfòmasyon sa yo

Edikasyon ak Fòmasyon

Ki wote etid ou	Ki Enstitisyon	Zòn	Dat ou te fini
Master's Degree	Florida A&M University	Tallahassee, FL	06/1999
Bachelor's Degree	Empire State College	Albany, NY	06/1994

[Ajoute yon nouvo Istwa Edikasyon]

Anvan
Apres

Lè enfòmasyon sou Edikasyon ak Fòmasyon ou yo kòrèk, peze sou **Apres**

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* Bay enfòmasyon sa yo

Lisans okipasyonèl & Sètifika

* Sètifika / Lisans:

* Ki enstitisyon:

Nimewo Certificat:

* Dat ou te fini (mm/yyyy)

: Dat ekspirasyon: (mm/yyyy)

* Eta:

* Peyi:

Sètifikasyon
Information sou diplòm

Si ou vle, ou kapab chwazi complete seksyon sa a, et yap mande ou Dat ou te pran diplome sa a “**Dat ou te fini**” l’ap obligatwa!. Si w pa gen enfòmasyon sa a pa ranpli seksyon sa.

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Travay

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*** Bay enfòmasyon sa yo**

Anplwayè

* Non Anplwayè:

Adrès:

Nimewo magazen / kote yo ye:

Kòd postal:

* Vil:

* Eta / Pwovens:

* Peyi:

Tit Travay

Fok ou bay enfòmasyon sou tout kote ou travay yo si ou vle Employ Florida travay sou djob aplikasyon lan. Pifò nan done yo soti nan rezime a; sepandan, kèk enfòmasyon adisyonèl ka bezwen ke ou rantre yo ou menm.

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Travay (cont.)

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- Assistance Center
- Learning Center
- Customer Satisfaction Survey

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Tit Travay

Please enter a job title below for this employment history. As you are entering the job title, you may see a list of common job titles similar to what you are

* Tit Travay:

Non Pozisyon

We could not suggest any occupations based on the job title you entered. Please click the [Search for an occupation](#) link below to find one.

* Non Pozisyon: **Marketing Managers**

* Kod Pozisyon: **11202100**

Pozisyon

* Kalite Travay:

* Travay chak jou ou sote jou:

Salè: \$

Salè a baze sou:

* Dat ou komanse travay: (mm/yyyy)

☐ Toujou anplwayè

* Pouki ou kite dyob la:

Tit Travay

Non Pozisyon

Pozisyon

Ranpli “Tit Travay, Non Pozisyon, Kod Pozisyon, e Enfòmasyon sou Pozisyon an.

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Istwa travay

Meni

Lakay

Gid Pam

Dekoneksyon

Sevis pou tout mon

Sevis pou Anplwayè

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Learning Center

Customer Satisfaction Survey

Istwa Travay

Anplwayè	Zone nan	Dat Kòmanse / Fen	Aksyon
Fidelity Capital Financial Group	Pompano Beach, FL	11/2010 – 02/2018	Change / Efase
Florida Joint Title Plant	Fort Lauderdale, FL	02/2007 – 09/2010	Change / Efase
Worldwide Information Services	Fort Lauderdale, FL	03/2001 – 12/2006	Change / Efase

lè tout enfòmasyon sou istwa travay ou finn rantre, li pral parèt nan yon tablo konsa

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konpetans

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konpetans

For help click the question mark icon.

Job Skills

Skills	Select
1. advise clients or customers	☒
2. advise retail dealers in use of sales promotion technique	☒
3. analyze market or delivery systems	☒
4. analyze sales activities or trends	☒
5. call on customers to solicit new business	☒
6. climb ladders, scaffolding, or utility or telephone poles	☒
7. collect payment	☒
8. communicate technical information	☒

Lè ou rempli tout enfòmasyon yo, baz done sa a ap ogmante chans pou anplwayè potansyèl jwenn rezime w pi vit. Se ou ki pou rentre enfòmasyon sou konpetans ou nan sistèm nan, peze bouton “konpetans” pou fè sa.

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kontak

Menu Lakay Gid Pam Dekoneksyon Sevis pou tout moun Sevis pou Anplwayè

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* Bay enfòmasyon saa

Non paw

* Non Tom

* Signatu Fabricator

Adrès ou

Eske ou san kay? ☐ Oui ☒ Non

* Liy 1 Adrès:

* Liy 2 Adrès:

* Kòd postal: Jwenn kòd postal

* Vil:

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Contact
enfòmasyon yo
dwe kòrèk pou
potansyèl
patwon yo
kominike avèk
sou opòtinite ki
genyen.



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Referans

Menu Lakay Gid Pam Dekoneksyon Sevis pou tout moun Sevis pou Anplwayè

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* Bay enfòmasyon saa

Detay sou Referans

Non Telephon Anplwayè Referans

You have no records

☐ Montre "Referans ki disponib sou demann" dan rezime sa a

[Ajoute yon nouvo Referans]

<< Anvan Apre

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Si ou vle, ou ka
mete **Detay sou**
Referans (kontak ki ka
refere w pou travay).
Mete referans
ou yo, epi peze
sou **"Apre"**.



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Rezime ou sou Employ Florida

The screenshot shows the Employ Florida dashboard. At the top, there's a navigation bar with links for 'Lakay', 'Gid Pam', 'Dekoneksyon', 'Sevis pou tout moun', and 'Sevis pou Anplwayè'. Below this, a sidebar on the left contains a 'Meni' (Menu) with options like 'My Individual Workspace', 'My Dashboard', 'How We Can Help You', 'Directory of Services', 'My Resources', 'Quick Menu', 'Job Search', 'Résumé Builder', 'My Portfolio', and 'Orientation Video'. The main content area has a header with the Employ Florida logo and the text 'Isit la se rezime ou ranpli. Pou modifiye yon seksyon, peze sou you Tit (egzanp Istwa Travay)'. Below this, there's a table with columns: 'Nimewo', 'Tit rezime', 'Not Rezime a', and 'Aksè'. The first row shows the number '6429521', the title 'Manager Sales & Marketing', a status of '85', and the action 'Sou internet'. Below the table, there's a section titled 'Mete on Rezime' with two buttons: 'Gade Rezime ke ou mete' (highlighted with a red arrow) and 'Ranplase' (also highlighted with a red arrow). At the bottom right, there's a small logo for CareerSource Broward and the website address 'www.careersourcebroward.com'.

- Yo ka wè Rezime'w lan sou MS Word et li ka enprime, le yo peze sou **Gade Rezime ke ou mete**
- Ou pa ka chanje anyen nan rezime an sou Employ Florida.
- Ou ka ranplase rezime a avèk yon nouvo rezime lè w peze sou **"Ranplase"**. Rezime ou mete a, ap rete sou sistèm nan pendan sis mwa. Li kapab pwolonje pou yon lòt sis mwa, si ou peze sou **"rezime"** et si ou enskri'l anko sou sistèm nan.



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