

USAJOBS Fact Sheet



What is USAJOBS?

USAJOBS.gov is a **free web-based job board** enabling federal job seekers access to thousands of job opportunities across hundreds of federal agencies and organizations.

As the Federal Government's official source for federal job listings, job applications, and employment opportunity information, USAJOBS.gov provides a variety of opportunities. To date, USAJOBS has attracted over 17 million job seekers.

Who can use USAJOBS?

USAJOBS.gov is **available to everyone!** Setting up a USAJOBS account simply requires an email to sign up. Registered users can build a resume or upload a resume in a compatible format for submission across all federal agencies.

To search for potential job matches, seekers can look for positions through a variety of methods including agency, job type, location or salary range.

How do I get started?

1. [Visit www.USAJOBS.gov](http://www.USAJOBS.gov)
2. Click on "Create an Account" in the upper right-hand corner
3. Provide your email (*required*), create a username and agree to the USAJOBS terms and conditions
4. Post a resume
5. **Search, apply and find your next federal job...starting today!**

How can it help me?


Improve your federal job search today by taking advantage of USAJOBS resources.

- **Mobile app:** find jobs while you're on-the go through our mobile apps (Apple and Android) named one of the 10 best federal mobile apps by Government Computer News
- **Resume and document repository:** store up to five resumes and ten candidate documents to keep your documents in one place and ready for submission
- **Advanced search:** search through thousands of jobs by using filters such as keywords, location, job category and agency to find the right opportunities for you
- **Customized job alerts and regular email notifications:** run job searches automatically based on your saved job searches and get emails on results either daily, weekly or monthly
- **Application status:** view the progress of your application based on real-time data provided by Agencies
- **Really Simple Syndication (RSS) feeds:** sign up for updates and receive new content based on your searches
- **Resource Center:** review tutorials, Frequently Asked Questions and job search tips to learn the best ways to use USAJOBS
- **Social media:** join the conversation across the USAJOBS community by participating on our Facebook page and following us on

Want to learn more?

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