Using Snagajob.com

Snagajob is a website used to find work. It allows you to browse for part-time and full-time jobs in your area.

Instructions

1) Open your internet browser (i.e. Chrome, Internet Explorer, Safari, etc.) and browse to the Snagajob website [https://www.snagajob.com/](https://www.snagajob.com/)
2) To create an account, press ‘Sign In’ in the top right corner. Then select ‘Workers’.

3) If you already have an account, enter your username and password to login. If you do not, select ‘I don’t have an account’.
4) Follow the prompts and enter your information. Press the purple ‘Create an Account’ button to finish creating your account.

5) To search for a job, click on the box with a magnifying glass titled ‘Find a perfect job’. Type in a job that you are interested in. Then, press the pink ‘Search’ button to search.
6) To specify the details of your job, choose a filter. For example, press ‘Part-time’ to search for part-time jobs.

7) Scroll down the list of jobs on the left side to browse for jobs.
8) You can see the job description on the right hand side.

9) When you find a job that you are interested in, click the ‘Apply Now’ button.
10) This page may look different for each job that you click on. Click on the button that says “Apply”. Your screen may have a button that says “Get Started”.

11) Follow the prompts to enter your information in the application.
12) Once you have entered and reviewed your application, press the ‘Submit Application’ button and wait for a response!

Call Snagajob with any questions or issues and / or visit their page for help.

1 (866) 227-0466
https://community.snagajob.com/s/article/Need-help-Contact-Snagajob-Support#:~:text=Submit%20a%20Case%20to%20email,2266

Congratulations on learning how to use Snagajob and submitting your job application!