

How to create your resume in your membership profile

Login to your membership profile


<https://members.peersupportfl.org/login.aspx>

Sign in if you are already a member of PSCFL.

Reset your password if you have forgotten it.

Sign up if you are not a registered member.

SIGN IN

 Login with Facebook

 Login with LinkedIn

OR

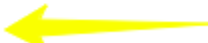
Username

Password

SIGN IN



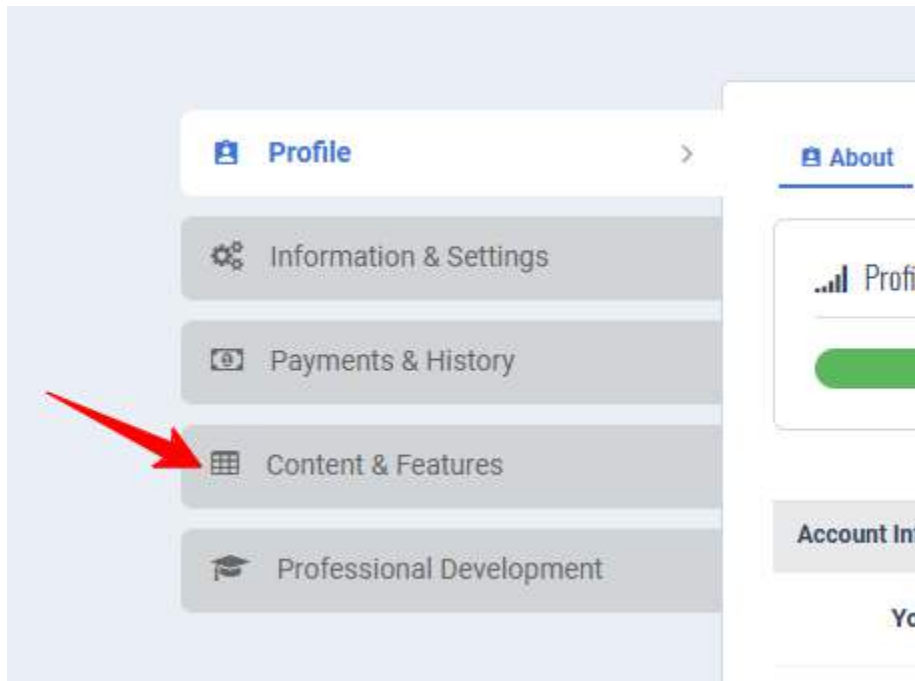
Forgot your password?



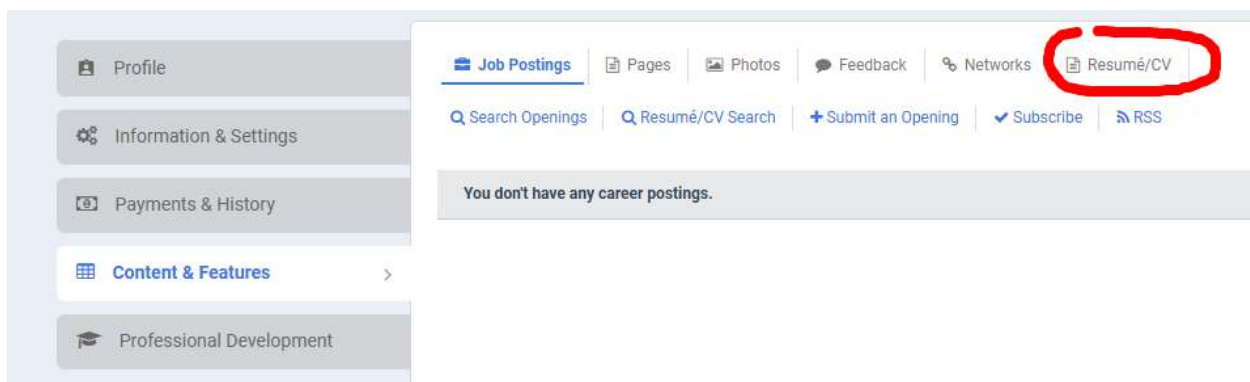
Haven't registered yet?



Click the Content & Features tab on the left.



Click Resume/CV in the top right corner.




Complete the field with your information. If you are seeking employment so indicate. If you are seeking peer certification hours to get your Certified Recovery Peer Specialist certification indicate with **“Peer Certification Hours”**

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* Indicates a required field. **Note:** HTML markup is not allowed and will be removed upon submittal.

Name (Optional)

Headline *  (Max. 100 characters.)

Shown on the search results page, your headline should briefly state your skills and/or desired position. Examples: "Experienced Marketing Manager" or "Sr. Multimedia Project Leader".

If you will be uploading a resume the objective and experience sections are optional, if not, please complete them. If seeking certification hours, use the objective portion of the resume to clearly state that you are seeking certification hours and summarize your availability.

Objective (of 1000 characters remaining)

Describe your strengths along with position types and organizations for which you would like to work. You may also include keywords that describe your ideal career. Example: To obtain a management level position that utilizes my problems solving skills and creativity in the technology field.

Experience

Please list relevant work experience. For example, "Position, XYZ Company, 2003-2005. I accomplished project 1, project 2, and project 3, allowing XYZ company to achieve a major milestone."

If you are uploading a resume the Education and Skills description is optional, if not please complete it.

Education and Skills

Please list your educational history and acquired skills. For example, "B.A., Political Science, John Smith University" for education, and "Proficient in Microsoft Word, Excel, PowerPoint" for your skills. You may also include any certifications, awards or other relevant training and experience.

Willing to relocate? Yes No

Related Website (include "http://")

You may link to another website which contains information relevant to your Resumé/CV.

Please add your contact details and any additional information.

Contact Information

Contact Address


Contact Phone ... you must first select an address

You may provide other methods of contact, preferred method of contact, etc., in the area below.

Additional Information (of 1000 characters remaining)

Select the position you desire in the Primary Category. If you are seeking peer certification hours, select that category.

Classification

Primary Category * 

Additional Categories
Hold CTRL (or command on a MAC) while clicking to select multiple categories.

Desired Position Type

Level of Education

Relevant Experience

To make your resume visible to organizations searching for candidates, pay attention to the first two categories. If you are uploading a resume check the box. Save.

Privacy Options

Link your Resumé/CV to your personal page? Yes No*


Include your Resumé/CV in search results? Yes No*

Display your e-mail address? Yes No

Can potential employers contact you? Yes No

** Selecting "No" for both options will make your Resumé/CV visible only to you and site administrators.*

I want to attach a document after submitting my Resumé/CV



Click Attach File and Upload to upload your resume.

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You may attach a document to your Resumé/CV. **Please note** that your attachment is **not** searchable, therefore, it is recommended that you paste its contents into the appropriate fields of your Resumé/CV.

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