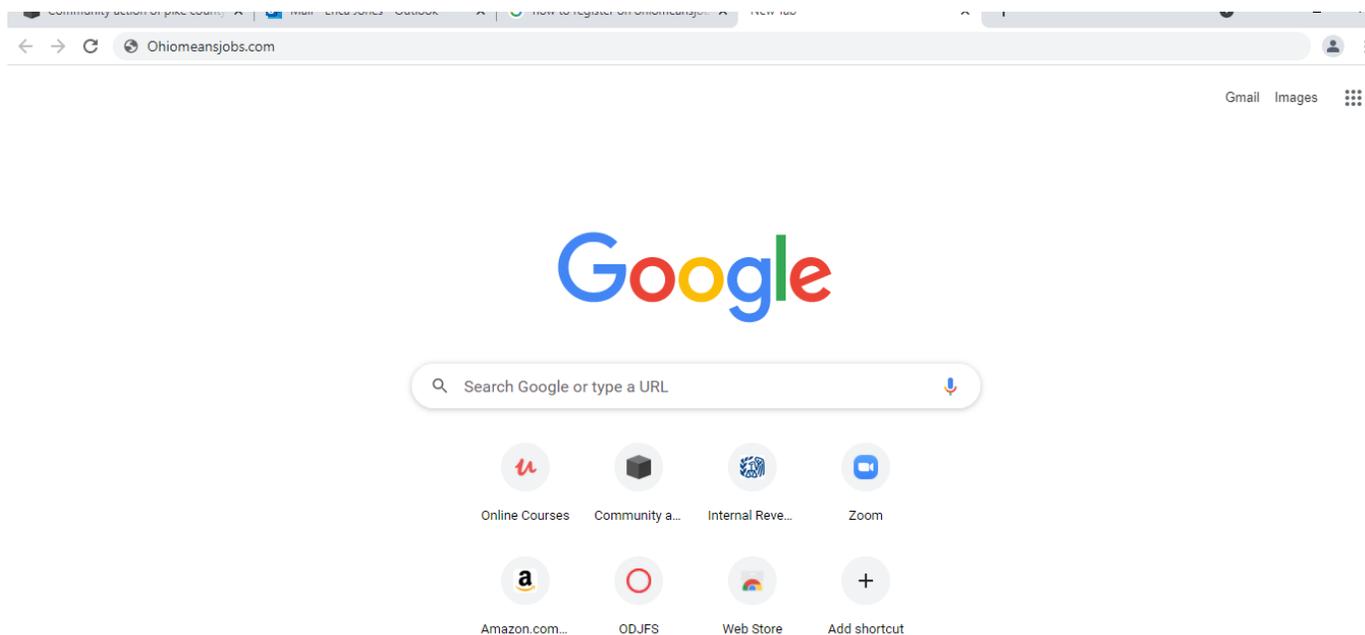
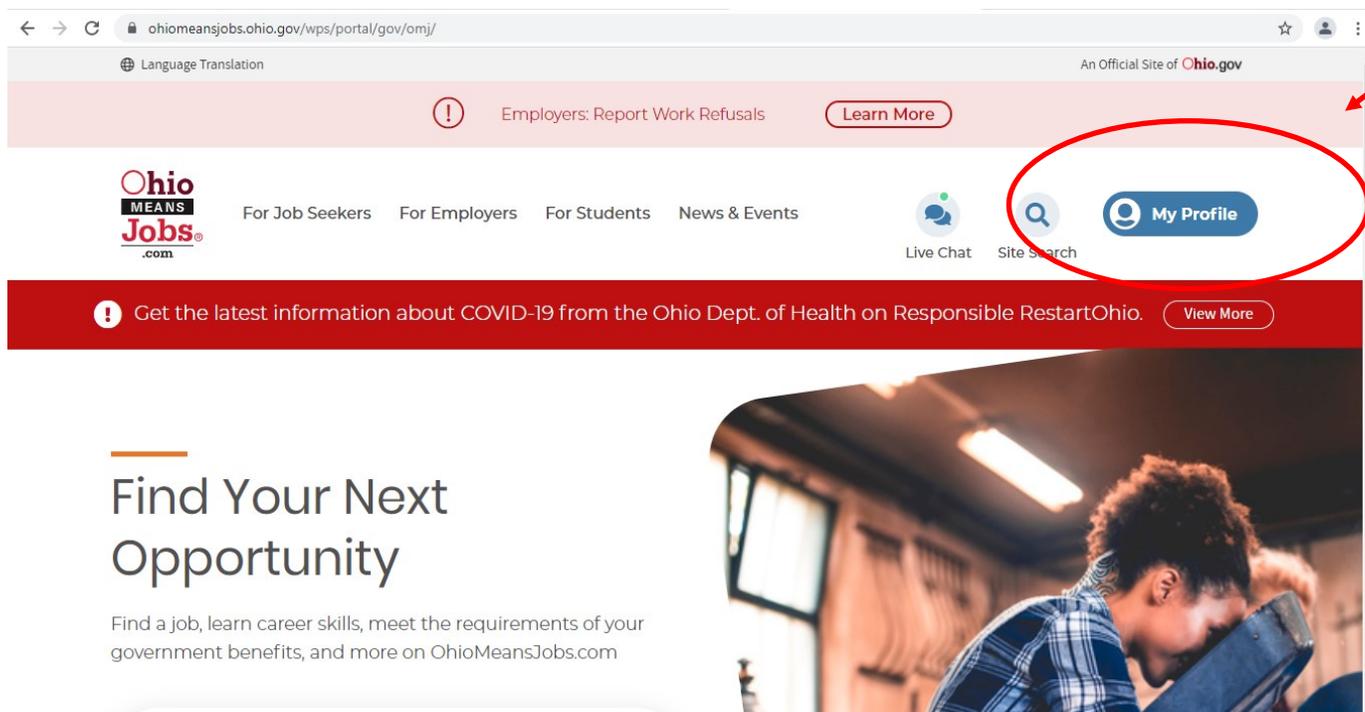


How to register on OhioMeansJobs

1.) Open a web browser, search for OhioMeansJobs.com



2.) When the OMJ Page comes up, select "My Profile" in the right hand corner.



3.) The next page brings you to the sign in or sign up options. Under the section for username and password, it says New to OhioMeansJobs, register here.

Enter Job Title Enter Keywords in Enter Job Location OH▼ Search Jobs Search WorkKeys

Please sign in with your email address / username and password in the fields below to continue.

Username

Password
 [Forgot Password?](#)

[New to OhioMeansJobs? Register Here](#)

If you are an unemployment claimant and this is your first time logging in: Sign in here



MY PROFILE GET NEWS FIND A JOB CENTER HELP CENTER CONTACT US

4.) This will bring up the page to create an account. You must have an email. You will use your email and create your own password. **Note, your password MUST have a capital letter, a lower case letter, a number, and a symbol...@\$&# etc. to meet the requirements.

Create Account

Login & Email ?

To set up your account, we'll need you to enter your login information. You'll use this information each time you want to log in to OhioMeansJobs. All fields are mandatory unless otherwise indicated.

Email Address Reenter Email Address

Password Re-enter Password

I agree to OhioMeansJobs terms and conditions.

Basic Information ?

Enter your real name and address here so that your account can be serviced by the state of Ohio. When you create a resume, you can choose to hide your personal information from employers by setting the resume status to **Active and Confidential**.

Salutation (Optional)

5.) Fill out the fields asking about your information. The fields with the red asterisks * are required.

6.) Once your account is created it will bring up your profile page.

Ohio MEANS Jobs.com

For Job Seekers For Employers For Students News & Events

Live Chat My Profile Erica Jones

Enter Job Title Enter Keywords in Enter Job Location OH

Search Jobs Search WorkKeys

Welcome, Erica Jones!

Updated: 02/25/2021

Edit Your Account Take The Guided Tour

Career Plans 0 OF 5 CAREER PLANS

What do you want to be? First, select a career path. Then we'll help you create a career plan with a series of activities that work towards accomplishing your career goals.

Create A Career Plan

Calendar UPCOMING EVENTS

You don't have any events scheduled in your calendar. Visit the Events page or schedule deadlines for career activities in your own custom Career Plan.

View Calendar

7.) There are multiple categories listed on your profile page. Scroll through the page and you will find where to add your resume, the practice work keys test, the target salary, the career profile, and many others.

Assessments and Training

COMPLETED ASSESSMENTS	SCORE	COMPLETION DATE
Investing for Life	--	6/12/2020
Verbal Communication at Work	--	5/8/2020
Understanding Insurance and Taxes	--	4/22/2020
Introduction to Microsoft OneDrive Course	--	4/22/2020
The Basics of Money Management	--	4/21/2020

View Tests

Resumes Get noticed by employers with an active resume! Upload your resume or create a new one so employers can easily find you.

Create Resume Upload Resume Avoid Scams

Cover Letters 0 OF MAXIMUM 5 LETTERS

Create your cover letters in advance and you'll be ready for new opportunities.

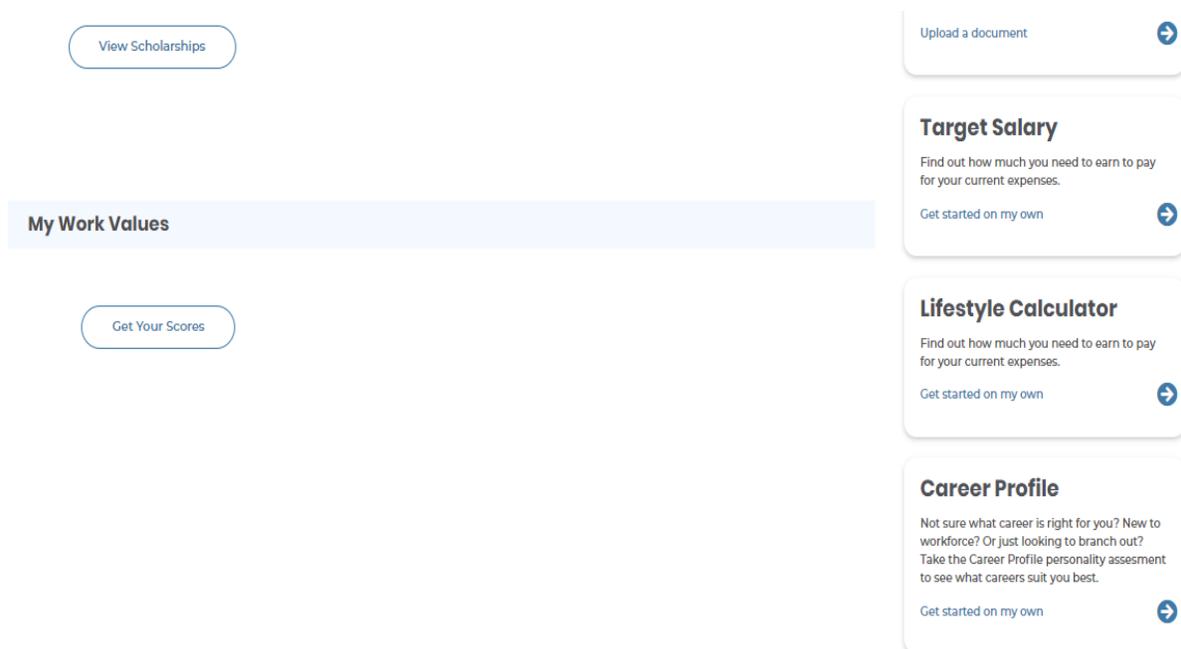
Create cover Letter

Careers I'm Interested In 0 OF 10 OCCUPATIONS

8.) On the resume section you can save up to 5 resumes on your OMJ account.

9.) The assessments tests are the practice work keys tests. You can retake them as many times as you need to improve your scores.

10.) Lifestyle Calculator may also be referred to as the “Budget Calculator” that will show you what income you need to make in order to pay your bills based on your current expenses.



11.) The Career Profile will assess your likes and dislikes and show you what category you score the highest in based on your answers. It will also give you a list of careers that match your highest results.