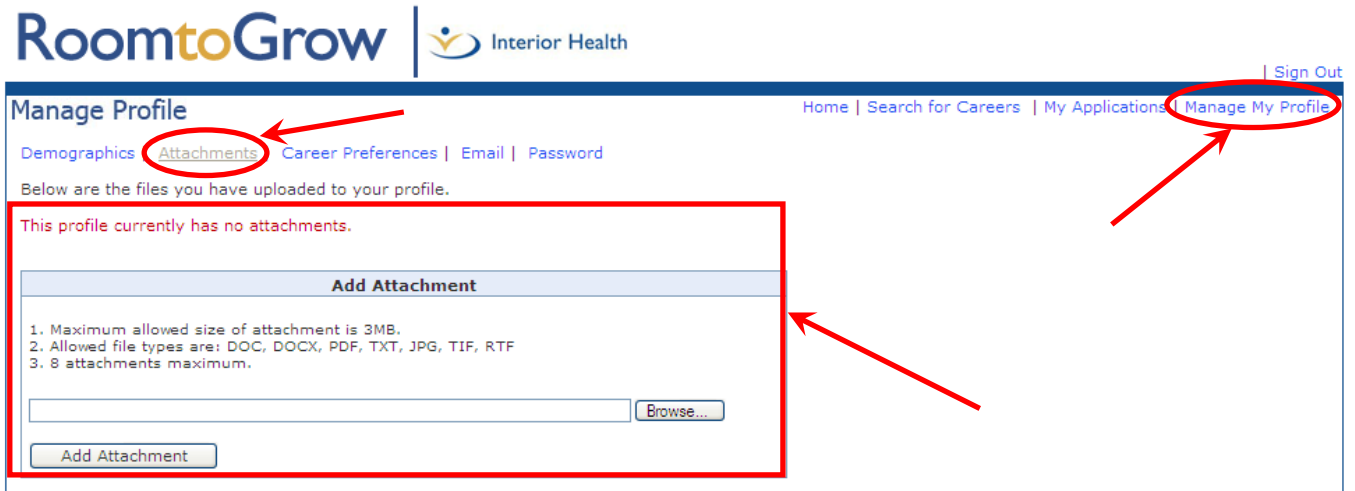




Attachments – How to Upload to My Profile

To upload Attachments, **Sign-In** to your Profile and go to **Manage My Profile** (see image below). Click the **Attachments link**. Follow the instructions provided in the Add Attachment box. You will require at least **one attachment to apply** to any of our postings.



We accept the following document versions for attachments:

- Microsoft Word (.doc or .docx) or
- Adobe Acrobat Reader (.pdf) or
- Text File (.txt) or
- Rich Text Format File (.rtf)
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- High Quality Graphic File (.tif)

Please ensure your resume is in one of these formats or use conversion programs available to convert to the formats we accept. We are unable to convert documents created in any other programs or applications.

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