



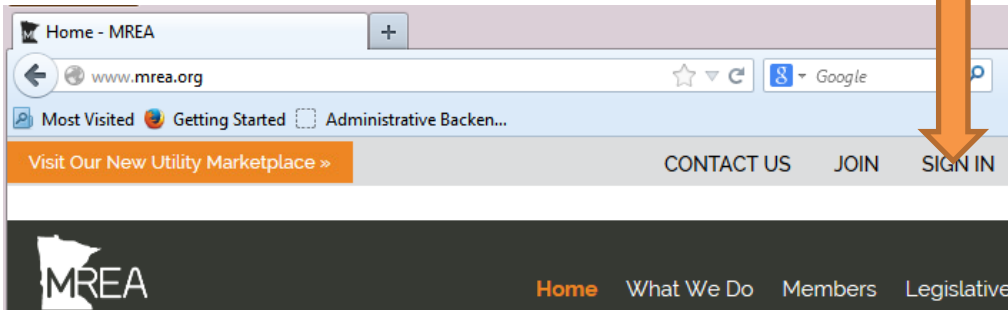
Minnesota Rural Electric Association

11640 73rd Avenue N | Maple Grove, MN 55369 | p: 763-424-1020 f: 763-424-5820 | www.mrea.org

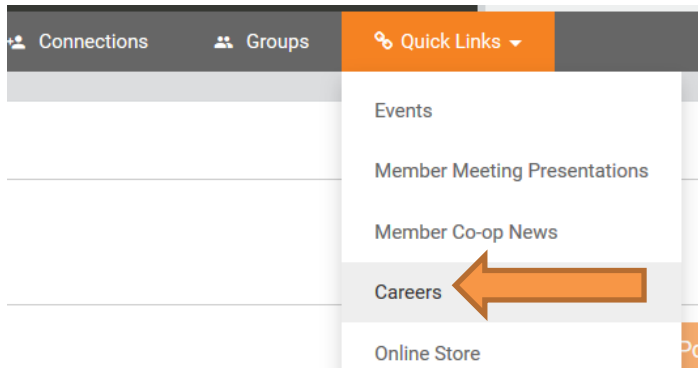
Posting, Editing, and Removing Career Center Jobs

Entering a New Job Post

1. Go to www.mrea.org and click on SIGN IN at the top of the page.



2. At your Feed/Profile page, click on Quick Links > Careers.



3. Click on SUBMIT AN OPENING.



4. Complete all fields as required by the form provided to submit your posting.



To post a current opening in the Career & Volunteer Center, please fill out the form below. In order to attract the best candidate, please be as thorough as possible with the job description. Contact information posted through this form will be visible to all registered members.

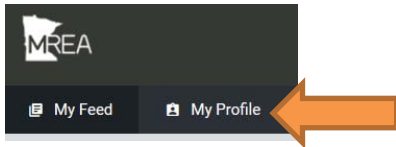
* Indicates a required field.

Position *

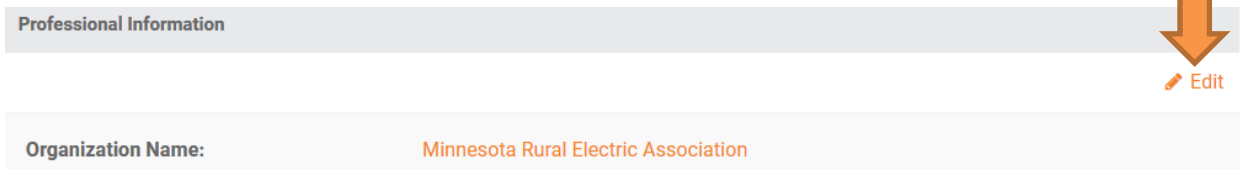
Date Needed (Format date: 12/31/1999)

Editing or Removing a Job Post

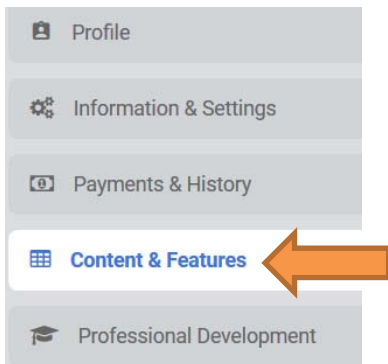
1. If you are the person who entered the posting, log in as yourself at www.mrea.org (or have the person who entered the posting log in to their online record). If you do not know your username and password, please email a request to info@mrea.org asking for this information.
2. Click on My Profile at the top of the screen.



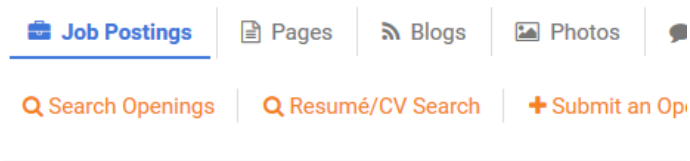
3. Click on the Edit icon next to the Professional Information section.



4. Click on the Content & Features menu option.



5. Click on Job Postings.



6. Scroll down to your job posting list and use the Edit icon (pencil) or the Delete icon (trash can) to make changes or delete your posting.

