

# FACT SHEET



## CalJOBS<sup>SM</sup>

CalJOBS<sup>SM</sup> is an online labor exchange system that increases the public's access to employment services.

CalJOBS<sup>SM</sup>, provided by the California Employment Development Department (EDD), is a system designed to be simple and convenient to use for job seekers and employers. Special features of CalJOBS<sup>SM</sup> include:

- *No Fees:* There are no fees for either employers or job seekers to use CalJOBS<sup>SM</sup>.
- *Wide Variety of Job Listings and Job Seekers:* CalJOBS<sup>SM</sup> provides a variety of job openings located throughout the state and features the largest database of job seekers in California.
- *Easy Access:* CalJOBS<sup>SM</sup> is available to employers and job seekers 24 hours a day, 7 days a week, and can be used from any location with Internet access.

### Benefits for Employers

With CalJOBS<sup>SM</sup>, employers with Internet access can enter their own job listings directly into the system and can update or close their job listings at any time with or without EDD's assistance.

Employers can also view one of the largest online databases of job seeker résumés in the state and directly contact job seekers who meet their requirements to schedule interviews.

The EDD customer service representative can help employers with their job listings and assist them in locating qualified applicants.

### Benefits for Job Seekers

With CalJOBS<sup>SM</sup>, job seekers can search and view a wide variety of job listings located within their own community or anywhere in the state, and if qualified, make their résumé viewable to employers and refer themselves online.

Job seekers can create résumés by following step-by-step instructions, upload multiple versions of their résumé, and set up alerts for job openings.

The CalJOBS<sup>SM</sup> system accesses several Internet job search engine sites expanding the job seeker possibilities of matching their skills and work experience with suitable employment opportunities.

### Registering to Use CalJOBS<sup>SM</sup>

Employers and job seekers may visit [www.caljobs.ca.gov](http://www.caljobs.ca.gov) and complete their registration entirely online. For registration assistance, please contact or visit your nearest America's Job Center of California<sup>SM</sup> or contact the CalJOBS<sup>SM</sup> Customer Support Desk at 1-800-758-0398.

### For More Information

Visit the EDD's website at [www.edd.ca.gov](http://www.edd.ca.gov) for other programs and services.

The EDD is an equal opportunity employer/program.  
Auxiliary aids and services are available upon request to individuals with disabilities.