

## **SKILLS LIST HAS BEEN UPDATED**

The skills list used to search for the interns has been updated! Over 100 skills were added to represent the skills businesses use in their job listings in Missouri. Now you will have a better idea of what a candidate's skillset is.

#### **ELECTRONIC UPLOADS**

We are in the process of adding electronic uploads to the Employer workspace.

#### **NO TIME TO UPLOAD YOUR INTERNSHIPS?**

Send the location of your listing to **info@MOInternConnect.com** and we can add them to **www.MOInternConnect.com** for you.

# HAVE YOU POSTED YOUR SPRING AND SUMMER 2020 INTERN OPENINGS YET?

There are more than 250 students registered on Missouri Intern Connect. If you have previous listings, copy and edit them for your spring and summer openings.

## **DON'T DELETE UNFILLED LISTINGS**

Do you have an internship opening left unfilled past its listed start date? **Don't delete it!** Simply mark it as Inactive. That way, you can copy it and use it in the future without having to refill all the fields. Remember that you have to duplicate it as a new listing when you do reuse it, however. If you simply change the date on the original listing, it will not send a New Internship Opening alert through our social media channels. You must copy it over as a new listing to trigger the social media alert function.

## **USERS CHANGED OR LEFT?**

Call Kelly Dyer at (573)634-3511 to have users removed or updated.

#### **CHECK OUT THE NEWSROOM**

<u>Finding the Right Intern</u> <u>The Transformational Impact of Missouri's Millennials</u>

## **HAVE QUESTIONS?**

Check out our **FAQ** section.





@MOInternConnect

DEPARTMENT OF HIGHER EDUCATION & WORKFORCE DEVELOPMENT



University of Missouri Extension

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