

LOGIN PROCESS FOR EMPLOYERREGISTRY.CA

1. Open your internet browser and type in www.employerregistry.ca
2. Once the online resource appears, select the orange 'login' button
3. A dialogue box will appear, enter in your username and password, that you have been provided, and select 'next'
4. To view the listing of current experiential learning opportunities, select the 'opportunities' tab
5. You will see that we have over 200 opportunities. You can search by any number of choices such as company name or opportunity type (i.e.: co-op, career talks, etc.).
6. Once you have a opportunity that you would like to see more of, simply click the item and the full information will appear

PROCESS FOR CHANGING YOUR PASSWORD

1. Login in to www.employerregistry.ca (see above instructions)
2. Click on the 'My Settings' tab
3. A dialogue box will appear, you can modify your password in the contact details portion of the page

If you require assistance during this process, please do not hesitate in connecting with Beth Gibson at 905.529.4483 ext. 224

The Passport to Prosperity campaign is supported by the Ministry of Education and is implemented in local communities by industry-education councils and local training boards. The IEC is your local delivery agent of this employer awareness and marketing campaign.

