

Search For Construction Professionals!

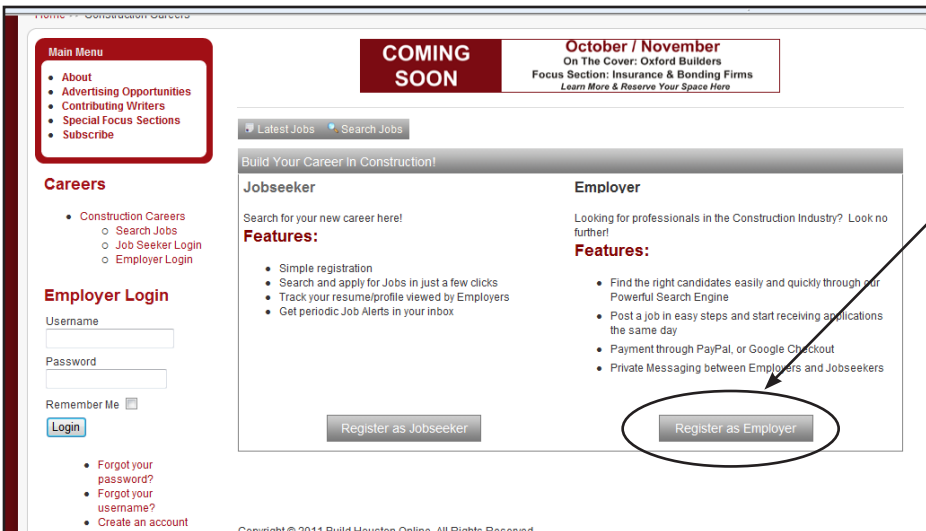
Follow these simple steps and find candidates for your job position:

1.



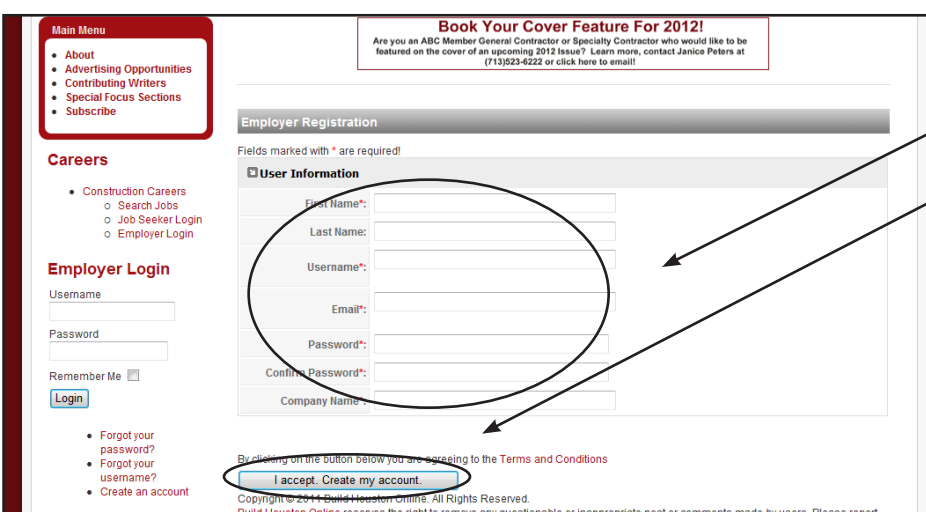
From the Build Houston home page, click “Construction Careers”.

2.



Click the “Register as Employer” Button.

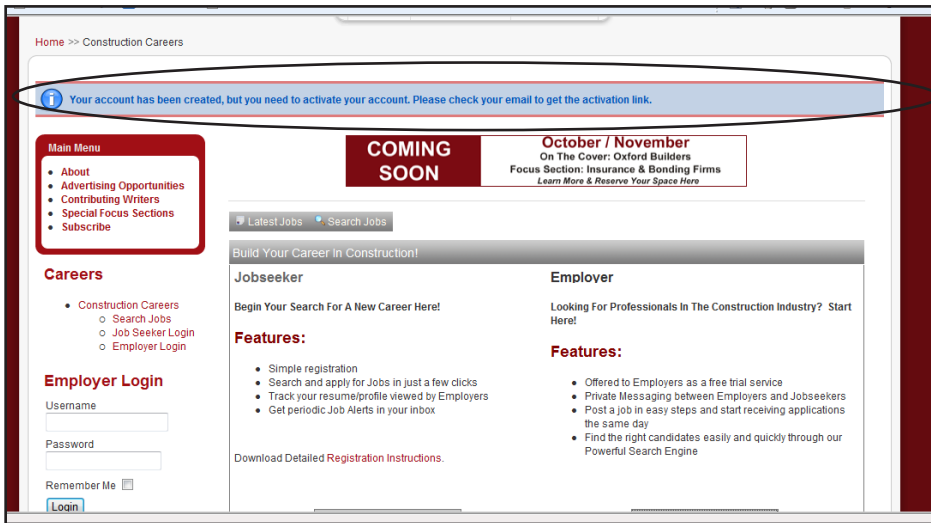
3.



First, complete the required fields, noted with an “*”. Then, click the “I accept. Create my account” button.

Need Assistance? Call (713)523-6222.

4.

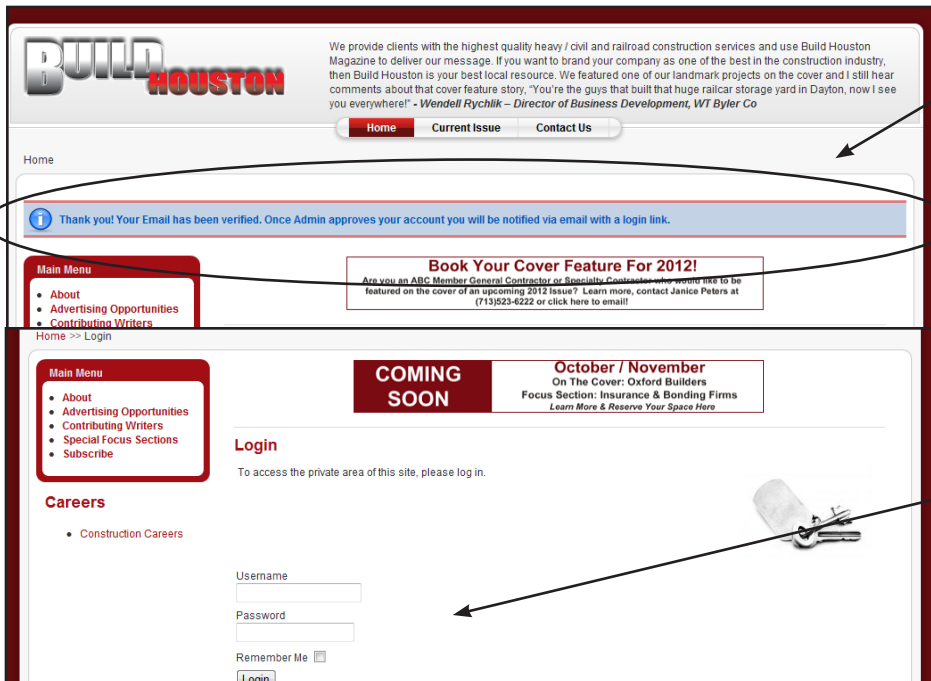


NOTE: when your account is created, the following message will appear on the screen in a blue box:

“Your account has been created, but you need to activate your account. Please check your email to get the activation link.”

Please check your email and follow the link provided to finish your profile. If you do not complete your profile, you will not have access to jobseeker resumes or job listing creation modules.

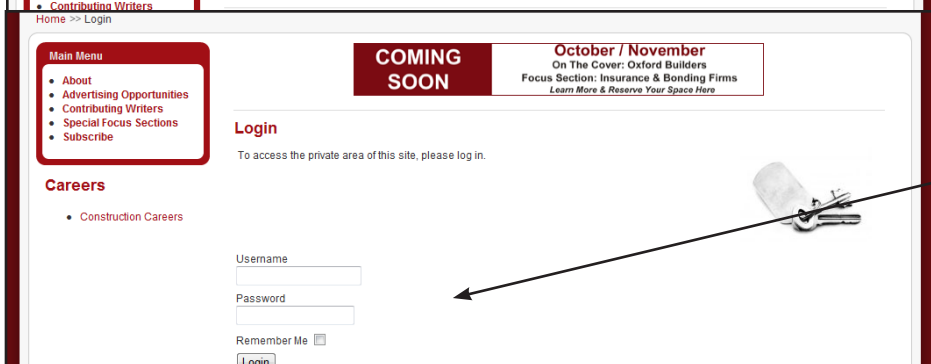
5.



Check your email. When the email message link is clicked, the following web message will appear:

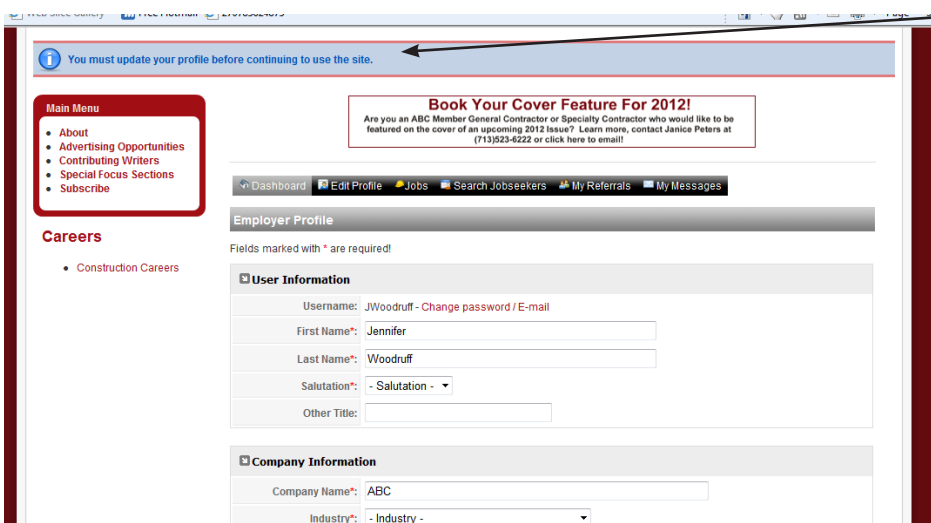
“Thank you! Your Email has been verified. Once Admin approves your account you will be notified via email with a login link.”

6.



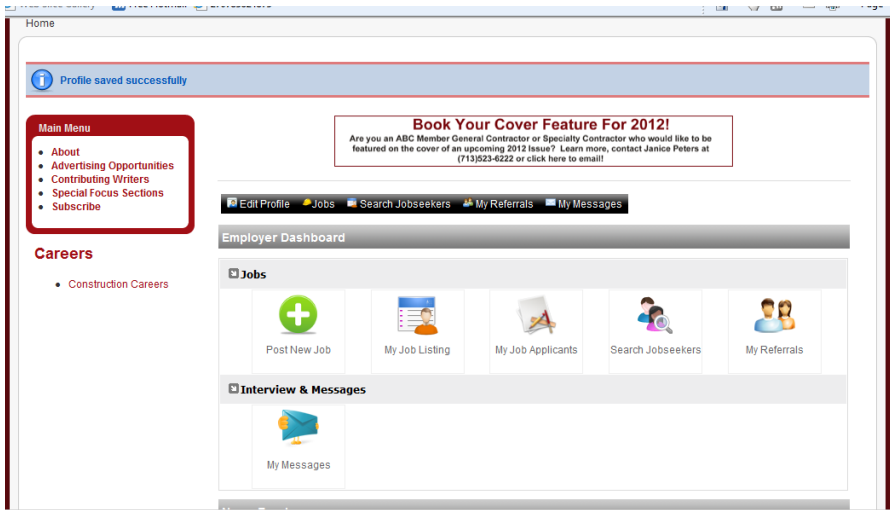
The site Admin will then review and approve your account. Once approved, you will receive a final email with a login link. Follow link and type your Username and Password.

7.



When logged in, you will be prompted to FULLY COMPLETE YOUR PROFILE. Please complete any fields marked with “*”, as those are required fields. After fields are completed, simply save your profile and you will be directed to the Employer Dashboard.

8.



The Employer Dashboard:

From the Jobseeker Dashboard, you can:

- Post available jobs
- View your current job listings
- View job applicants
- Search available resumes