



LUMEN CHRISTI CATHOLIC EDUCATION CENTRE
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EDMONTON CATHOLIC SCHOOLS

How Do I Create Job Alerts?

1. Access the Career Opportunities page at by clicking [here](#) and select Current Opportunities.
2. Click the job categories box and select all categories you wish to receive job alerts for. Click Search.
***Please note that you will only receive job alerts for positions within the categories selected here.*

Job Categories

Administrative Support and Media

Q Search

3. Click "Save" next to "Set a Job Alert".

Search Results

Set a Job Alert
Creating a Job Alert allows you to be notified by email of new opportunities that match this search criteria.

Save

4. Enter email in address in "Email Address" box. Click submit.

Search Results

Set a Job Alert
Creating a Job Alert allows you to be notified by email of new opportunities that match this search criteria.

Save

Email address:*

Submit

Cancel

5. Confirm your email address to finalize job alerts.

For Questions Email: staffing@ecsd.net



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