

# SELF ASSESSMENT: NAVIGATING VAULT

## Step 1: Access the Vault Resource

Click on the Vault access link and you will have unlimited access to all Vault services.

## Step 2: Research Companies

Vault provides profiles for over 5,000 companies, spanning different industries and locations. Company profiles include an overview of the company, ranking information, Vault review, “Why Work Here”, internship information, and company initiatives.



## Step 3: Research Industries, Professions, and Internships

Vault offers over 100 extensive industry profiles and professional profiles. In order to find the right profession for you, find it by filling out the criteria that fits your needs; this includes education, personality traits, areas of interest, favorite school subjects and what you envision your annual earnings to be. Search over 900 internship profiles. Similar to how you find a profession, you can also fill out criteria to find a good internship match; this includes location, industry, area of interest, and compensation.

## Step 4: Download the Vault Career Guides

Vault offers 100+ downloadable guides, covering numerous different topic areas. There is no finite amount of times one can accessed or limit on how many guides in total they are allotted to. Vault’s guides are consistently updated and have been in production since 1993.

## Step 5: Search for a Job

With Vault’s revamped Job Board, you have access to thousands of current job opportunities.

- Job search allows you to specify your search by location and industry.
- Upload your resume as private, public or anonymous.
- Get Job & Internship Alerts according to your preferences.
- “Be Discovered” by top employers who have access to Vault’s Resume Database seekers!

## Step 6: Utilize All Other Vault Tools, Including:

- Education content
- Editorial information and videos
- Sample resume and cover letters

**ACCESS VAULT**