

# LionSHARE

## Profile Checklist

Complete your LionSHARE profile to receive curated content specific to your selected career interests, experience, and goals.

**1 Fill out your profile.**  
Enter information about graduation year, major (if declared), skills, relevant coursework, projects, etc.

**2 Update your work experience.**  
Include all previous job, internship and volunteer experience. Uploading a resume will save you from manually entering the information.

**3 Select your career interests.**  
Enter job search and graduate school goals, industries of interest, target cities, and job function. Tailored job postings will populate your dashboard according to these selected interests. Keep in mind these can be updated as your interests change, just visit the *Career Interests* drop down to edit.

**4 Enable your notifications.**  
Don't miss out! When events, interviews, and opportunities of interest go live you can be notified on the platform and via email. Go to the *Notifications* drop down then click on the *Edit Notifications Preferences* bar to turn on your selected notifications.

The screenshot displays a user profile on the LionSHARE platform. The user is Zuwana Ateig, a Junior at Columbia University, majoring in Economics-Political Science. The profile is divided into several sections: Education (Columbia University, Bachelor's degree, May 2018), Work Experience (Network and Internship Associate at AL-Mustabai, Research Assistant at Columbia Law School, Summer Intern at Be You Educational Consultancy), Organizations / Extracurriculars (Volunteer at Global Recruitment Committee, Senior Advisor at African Students Association), and Courses (Calculus 1). The profile also includes a 'Profile Level: Final stretch' indicator, a 'Who's Viewed My Profile' section, and a 'Short Bio' section. The user's profile is public to employers, and there are options to 'See Employer View' and 'Make Profile Private'. The user's name 'Zuwaina' is visible in the top right corner, and the number '384' is displayed in the top right corner.

### LEARN MORE:

For more information on building a LionSHARE profile, visit [bit.ly/WhatIsLionSHARE](http://bit.ly/WhatIsLionSHARE). We also encourage you to review your profile with our career counselors during Quick Questions or a scheduled appointment.