

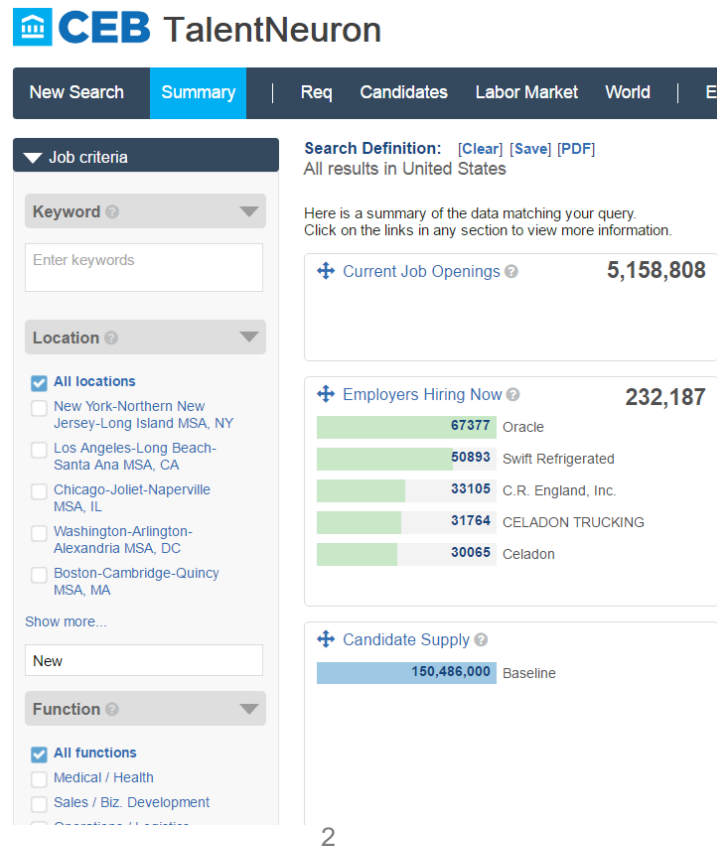
TalentNeuron Recruit

Quick Guide

How to create Job Alerts

Step 1: Select your job refinements

Whether you are covering a specific market, industry or a restricted list of employers, you can easily sort the jobs you will receive in your alerts by using **the filters** found on the left in the application.



The screenshot displays the CEB TalentNeuron interface. On the left, a sidebar titled "Job criteria" contains filters for Keyword, Location, and Function. A red arrow points to the "Location" filter section. The main content area shows a "Search Definition" summary with three key metrics: Current Job Openings (5,158,808), Employers Hiring Now (232,187), and Candidate Supply (150,486,000). The "Employers Hiring Now" section includes a bar chart with data for Oracle (67,377), Swift Refrigerated (50,893), C.R. England, Inc. (33,105), CELADON TRUCKING (31,764), and Celadon (30,065). The "Candidate Supply" section shows a bar chart with a "Baseline" value of 150,486,000.

CEB TalentNeuron

New Search | **Summary** | Req | Candidates | Labor Market | World | Em

▼ Job criteria

Keyword ⓘ

Enter keywords

Location ⓘ

All locations

- New York-Northern New Jersey-Long Island MSA, NY
- Los Angeles-Long Beach-Santa Ana MSA, CA
- Chicago-Joliet-Naperville MSA, IL
- Washington-Arlington-Alexandria MSA, DC
- Boston-Cambridge-Quincy MSA, MA

Show more...

New

Function ⓘ

All functions

- Medical / Health
- Sales / Biz. Development

Search Definition: [Clear] [Save] [PDF]
All results in United States

Here is a summary of the data matching your query.
Click on the links in any section to view more information.

+ Current Job Openings ⓘ **5,158,808**

+ Employers Hiring Now ⓘ **232,187**

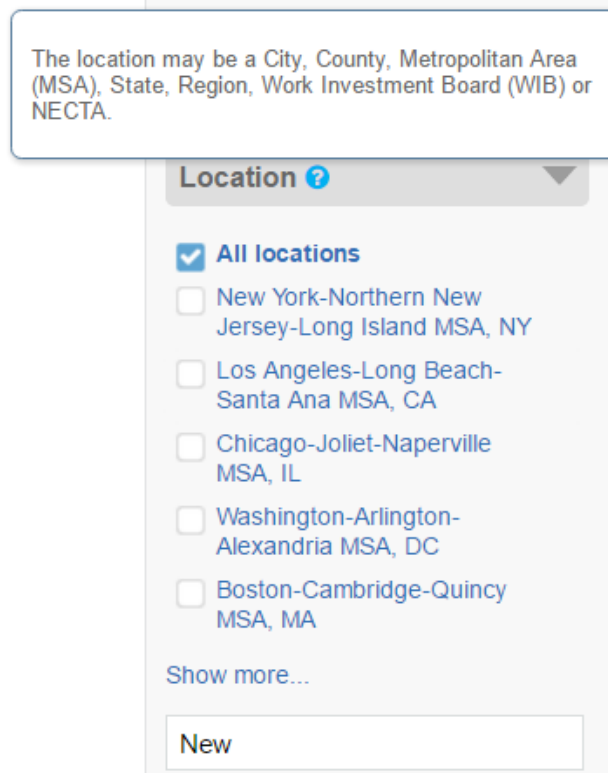
67377	Oracle
50893	Swift Refrigerated
33105	C.R. England, Inc.
31764	CELADON TRUCKING
30065	Celadon

+ Candidate Supply ⓘ

150,486,000	Baseline
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Select your job refinements (next)

You can select one or multiple filters to add to your alerts: **Keywords, Location, Sources, Functions, Industry, etc.** If you need to know more about what the filter is for, you can hover over the question mark on the right:



The location may be a City, County, Metropolitan Area (MSA), State, Region, Work Investment Board (WIB) or NECTA.

Location ?

- All locations
- New York-Northern New Jersey-Long Island MSA, NY
- Los Angeles-Long Beach-Santa Ana MSA, CA
- Chicago-Joliet-Naperville MSA, IL
- Washington-Arlington-Alexandria MSA, DC
- Boston-Cambridge-Quincy MSA, MA

Show more...

New

Select your job refinements (next)

The criteria you selected for your refinements will appear in your **search definition** at the top of the page:

Search Definition: [Clear] [Save] [PDF]

Information Technology in New York-Northern New Jersey-Long Island MSA, NY

When you are done selecting your filters, you can head to the **Jobs Tab**

...

Step 2: Creating the Alert

Under the **Jobs tab** you can **sort your results by date** if you want to see the newest jobs coming back first in your results.

Req Candidates Labor Market World | Employers **Jobs** Trends Counts | My Jobs

Search Definition: [Clear] [Save] [PDF] [Export] [Alerts] Generate Report
Information Technology in New York-Northern New Jersey-Long Island MSA, NY

27,430 results Sort: Date

Include: Staffing Anonymous
Restrict: Staffing only

Cord Blood Validation & Quality Systems Manager New
[New York Blood Center](#) Long Island City, NY

Creating the Alert (next)

At the top of the page, click on **Alerts** Search Definition: [Clear] [Save] [PDF] [Export] [Alerts]
Information Technology in New York-Northern New Jersey



You can name your reports, choose to receive them as an **email or a CSV file** and **select the frequency** at which you wish to receive your alerts: daily or on any given day of the week. When you are done, click on **create**.

Email Alert

Receive updated search results automatically with daily or weekly email alerts. i

Report Name
IT Jobs in the New York Metro Area

Email Address
mfortin@cebglobal.com

Download Options

Get as CSV attachment ?
 Include D&B information ?

Frequency

Daily
 Every Friday

Show all alerts >

Cancel **Create**

Creating the Alert (next)

You should receive your alert in the next 20 minutes. If you don't, check your **Junk Mailbox**.

This is what the **CSV Attachment** looks like:

FIRST_SEEN	TITLE	EMPLOYER	LOCATIONS	SITES	CONTACT	CONTACT	CONTACT	CONTACT	CONTACT	DESCRIPTION
8/21/2016	Planner	3i People, Inc.	Mesa, AZ	Corporate site	ameha@3	(404)636-2397	ext 115			The Construction Pla
8/22/2016	Physician (Psychiatry) #121272432	Department of Veterans Affairs	Casa Grande, AZ	Regional Help Want	david.twe	(520)629-1792				Physician (Psychiatry
8/22/2016	Registered Nurse- Pulmonary	VHA Inc.	Phoenix, AZ	HealthJob Donna Par	donna.par	(843)789-6332				Registered Nurse- Pu
8/22/2016	Registered Nurse (Home Health)	Dependable Health Services	Scottsdale, AZ	US.jobs	jstraube@dependablehealth.com					This job was posted I
8/22/2016	Core Java	Syntel, Inc.	Phoenix, AZ	Dice	kakade@s	(919)233-6512				This is Fulltime posit
8/22/2016	Network/Software Engineer@Phoenix, AZ (F2F Must)	Newt Global	Phoenix, AZ	Dice	kumar@n	(469)713-2	Irving			We have an immedi:
8/22/2016	Analyst, Revenue Accounting Systems@Phoenix, AZ (F2F Must)	Newt Global	Phoenix, AZ	Dice	kumar@n	(469)713-2	Irving			We have an immedi:
8/22/2016	IT Documentation Specialist/ Technical Writer	SR International Inc.	Phoenix, AZ	Dice	lakshmi@	(630)637-4	Naperville			Local to ARIZONA car
8/22/2016	Line Locator I or II - Sun City	Epcor	Sun City, AZ	Corporate site	lminder@epcor.com					Department Descrip
8/22/2016	Water Plant Operator I, II or III - White Tanks	Epcor	Surprise, AZ	Corporate site	lminder@epcor.com					Department Descrip
8/22/2016	Technical Project Manager/Scrum Master with Java/J2EE(Need w2 GC,US)	Plato Consulting Inc.	Phoenix, AZ	Dice	rajesh@pl	(904)507-4041				NOTE: Need w2 cand
8/22/2016	Timekeeping Systems/ Payroll Analyst - Phoenix, AZ (Need local candidate)	Newt Global	Phoenix, AZ	Dice	senthilr@	(972)891-8548				Greetings from New
8/22/2016	Dell Boomi Architect with SalesForce	Wilco Source, LLC	Phoenix, AZ	Dice	siva@wilc	(408)709-1675				*Its mandatory and r
8/22/2016	Data Analyst Must Be local to Arizona	MeridianSoft Inc	Phoenix, AZ	Dice	sureshks@	(614)340-3331	ext 245			Hope you're doing g
8/23/2016	Ironwood American Kitchen - Server Assistant	The Fairmont Scottsdale	Scottsdale, AZ	Hcareers						true /seeker/email?
8/23/2016	Ironwood American Kitchen - Greeter	The Fairmont Scottsdale	Scottsdale, AZ	Hcareers						true /seeker/email?

You can easily sort these alerts and access the information you want to see; **First seen date**, **Employer Name**, even **Contact information** extracted from the jobs.

Creating the Alert (next)

If you didn't select the CSV attachment option, this is what your **Email Alerts** looks like:

 **CEB TalentNeuron**

Your Job Email Update for: Job Opportunities !

Jobs 1-30 of 30 new Jobs.

Sterile Core Support Assistant

[Centracare Saint Cloud, MN](#)

*This is a Part-Time (32-48hours per pay period; or every two weeks) position; Primarily Evening Shifts with Occasional Day shifts and a potential for night shift/s depending on department needs; hours to be discussed at time of interview; Requiring...

[MNHospitalJobs.com](#) (First Seen : 2016-08-12)

Laboratory Assistant

[St. Cloud Hospital Paynesville, MN](#)

Job Details: The Laboratory Assistant is responsible for the collection, processing and test performance of patient specimens in various laboratory settings. Must be proficient in phlebotomy and have basic laboratory testing skills. Certified...

[Corporate site](#) (First Seen : 2016-08-10)

Laboratory Assistant

[Centracare Paynesville, MN](#)

Laboratory Assistant Department:Paynesville Clinic Lab Schedule:Full-time Shift:Days, occasional evenings Hours: Minimum salary: Requisition Number:996 Job Details:The Laboratory Assistant is responsible for the collection, processing and test...

[US.jobs](#) (First Seen : 2016-08-09)

Step 3: Managing your alerts

If you need to see, pause or delete some of your job alerts, click on the **settings** link next to your name in your account



You will be able to see where the alerts are being sent, the **Frequency** at which you receive your alerts as well as when was the **last update**. Finally You'll have the option to **Pause or Delete** an Alert.

Settings

Receive updated search results automatically with daily or weekly email alerts. i

Job Updates

Name	Email	Frequency	Last Update	Status	Actions
Herndon Call center jobs	mfortin@cebglobal.com	Weekly (Monday)	2016-08-22 13:13:14	Active	⏸️ 🗑️
Industry=Pharma	mfortin@cebglobal.com	Weekly (Monday)	2016-08-18 22:16:26	Active	⏸️ 🗑️

Questions?

Contact support at wa-support@cebglobal.com