

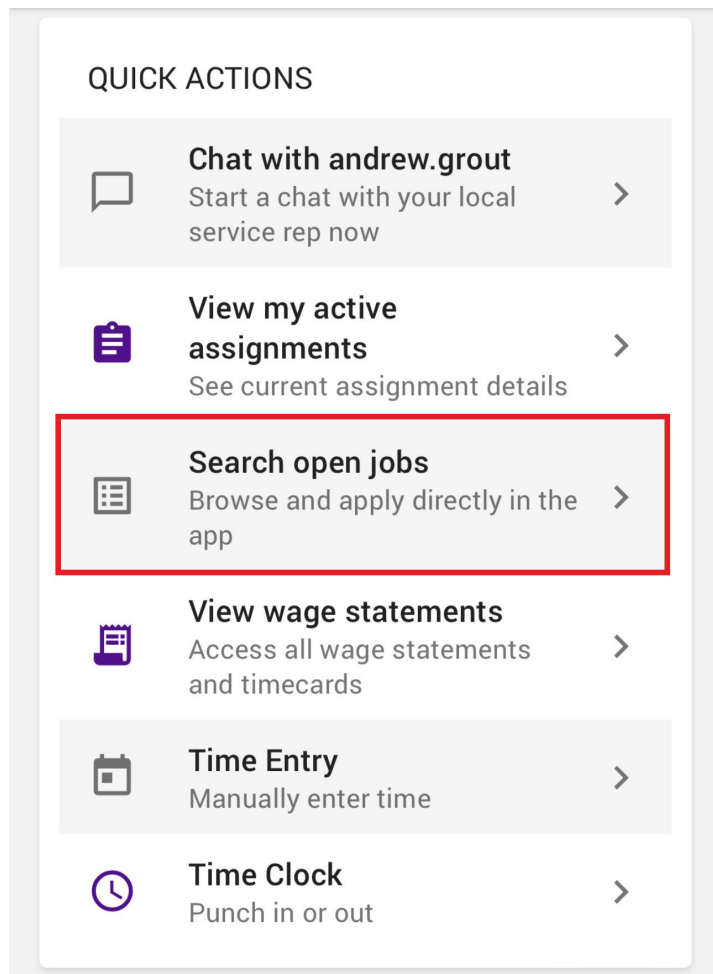
# Buzz - Job Board

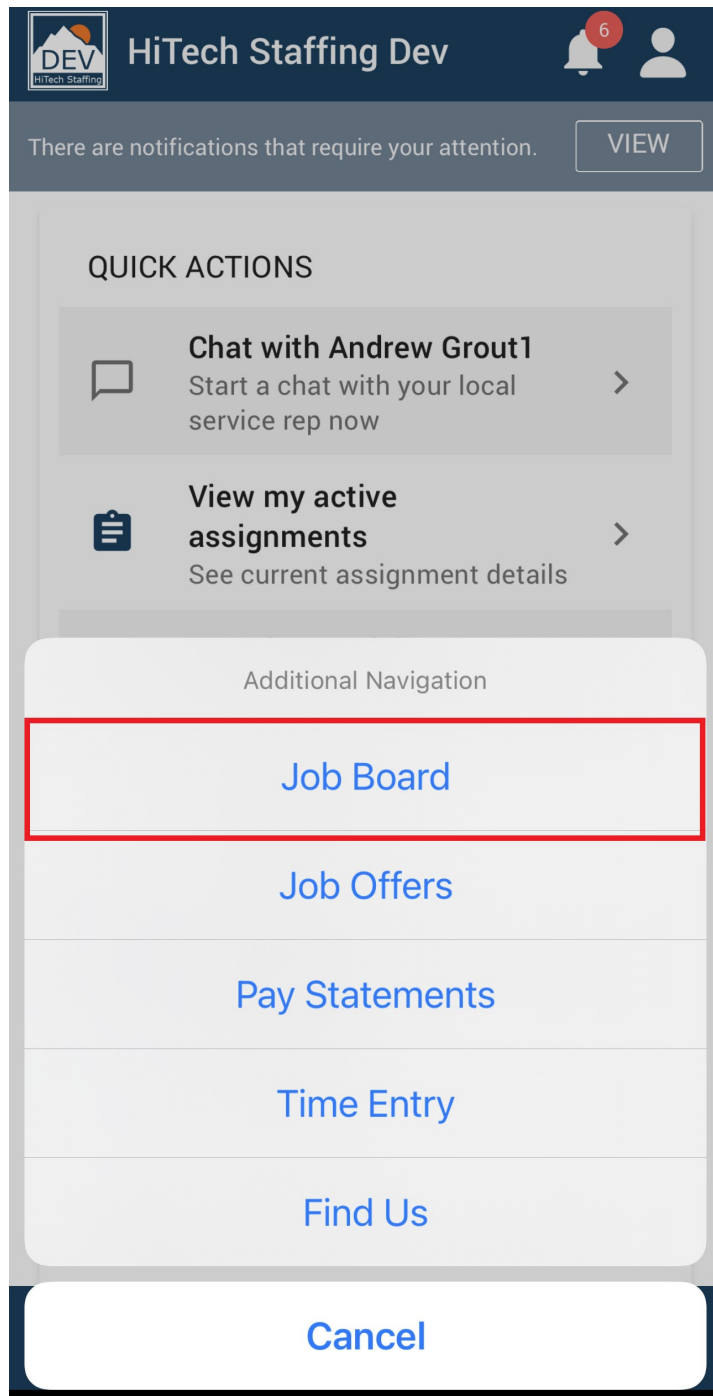
Last Modified on 11/02/2023 3:34 pm CDT

**\*Note\*** - If you are interested in utilizing the Buzz app, please contact your TempWorks Account Manager.

The Job Board of Buzz allows you to search jobs related to your interests and location. In the Job Board, you have the option of adding jobs to your 'Favorites' list as well as applying to jobs you are interested in.

You can navigate to the Job Board via the "Search open jobs" option within the "Quick Actions" or select "More" and select "Job Board":





## Search

The first thing you will notice at the top of the Job Board page is the option to search. This search is for you to find open jobs you are interested in by Job Title and Location.

 Job Title

 Location 

SEARCH



**Favorites**  
No favorites added yet



Once you search a job title and have narrowed your location, Buzz will field your search results. These results are sorted, *by default*, by relevance to your search.

< Forklift / Eagan, MN





Sort by: Relevance

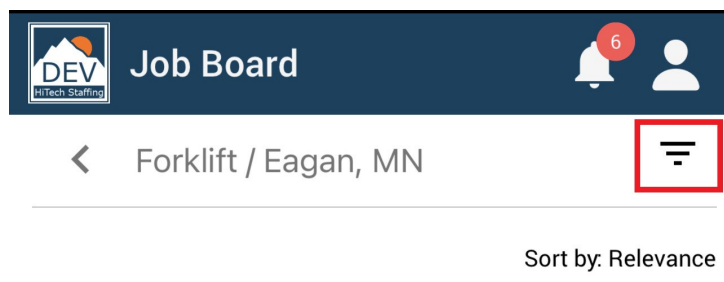
**Forklift** yesterday >  
Applicant - Minneapolis, MN  
Forklift Operator Requirements and Responsibilities: •  
Drives sit-down and stand-up forklifts, and other indust...  
 

**Senior Materials Specialist** 9 years ago >  
Temp - Saint Paul, MN  
Do you love to work hard? Are you seeking an  
opportunity to test and improve your skills? This could...  
 

**Unknown** 3 years ago >  
Temp - EAGAN, MN  
 

**Forklift Operator** 6 days ago >  
Temp - MINNEAPOLIS, MN  
Forklift Operator Requirements and  
Responsibilities:Drives sit-down and stand-up forklifts,...  
 

The filter icon in the search field will bring you to your filter options so you may change your view to open jobs available:



In the filter options, you may sort by Relevance, Job Title, Distance, or Date. You may also change the distance by miles from the worksite location. Click 'UPDATE' to search based on your new parameters:

Sort by 




- Relevance
- Job Title
- Distance
- Date



Distance: within 15 miles




UPDATE

If you would like to see more details of a job you see in the list, click the arrow to the right of the job:



 Job Board  

 Forklift / Eagan, MN 

Sort by: Relevance

**Forklift** yesterday 

Applicant - Minneapolis, MN  
Forklift Operator Requirements and Responsibilities: •  
Drives sit-down and stand-up forklifts, and other indust...

## Job Details

This will bring you to the Job Details page. This page gives you the Job ID #, when the job was posted, location, and a description of the job itself. On this page, you are able to 'Favorite' the job and add it to your list of potential job opportunities by clicking the star icon, or 'Share' the job via Email, Text Message, etc. from your mobile device. You are also able to apply for the specific job and add yourself to a list of candidates by clicking the 'APPLY NOW' button at the bottom of the screen:

Job ID #4295046907

**Forklift**

Applicant

Pay Rate: 25

Minneapolis, MN - Posted 11 days ago

**Description**

Forklift Operator Requirements and Responsibilities:

- Drives sit-down and stand-up forklifts, and other industrial vehicles such as cherry-pickers and automated pallet jacks as needed.
- Moves hazardous materials.
- Maintains clean work area.
- Pallet building and pallet picks.
- Loads goods onto conveyer belts.
- Stacks crates, pallets, lumber, or other material.
- Ensures the safe and efficient movement of goods.
- Follows safety regulations and company guidelines.
- Checks that loads are centered and properly stacked.
- Determines when repairs need to be made on equipment.
- Rotates stock so that oldest items are shipped or sold first.
- Loads and unloads product from and onto tractor-trailers, rail cars, and cargo ships.

APPLY NOW

## Related Articles