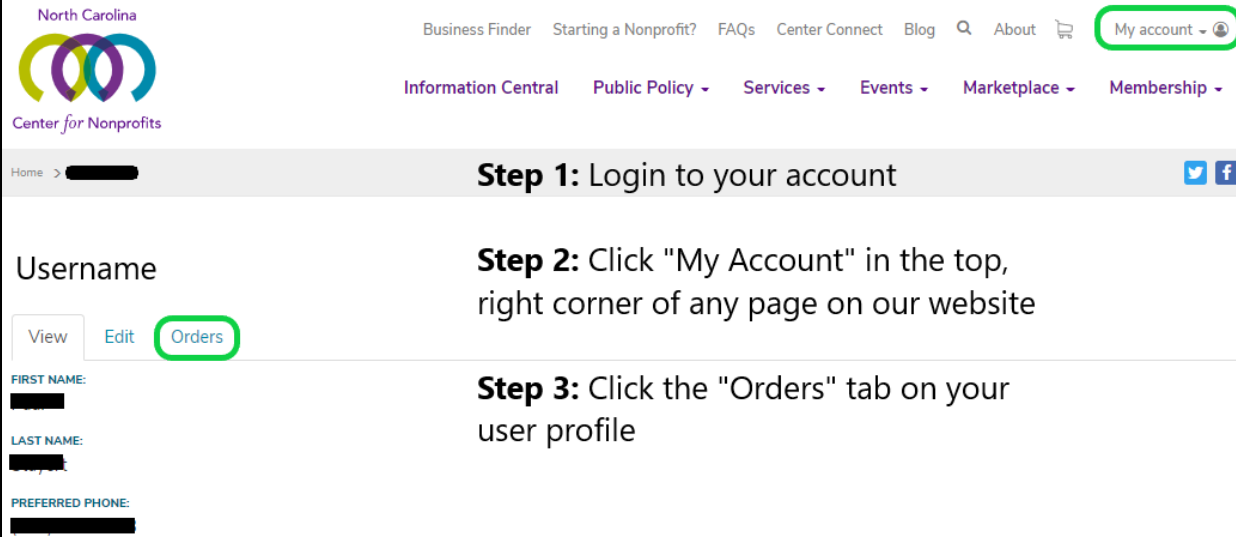


How to Upload a Fresh Resume to Your Active Post

Thank you for posting your resume to the North Carolina Center for Nonprofits' website! Below is a step-by-step guide to help you replace the uploaded file on your resume post with new content.



North Carolina Center for Nonprofits

Business Finder Starting a Nonprofit? FAQs Center Connect Blog About My account

Information Central Public Policy Services Events Marketplace Membership

Home > [Redacted]

Step 1: Login to your account

Username

View Edit **Orders**

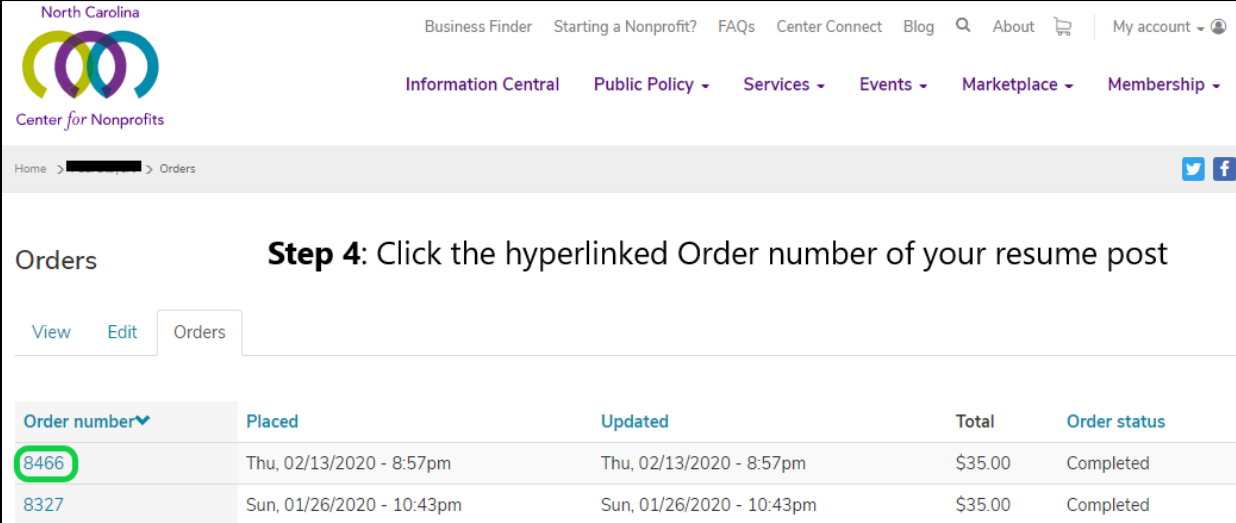
FIRST NAME: [Redacted]

LAST NAME: [Redacted]

PREFERRED PHONE: [Redacted]

Step 2: Click "My Account" in the top, right corner of any page on our website

Step 3: Click the "Orders" tab on your user profile



North Carolina Center for Nonprofits

Business Finder Starting a Nonprofit? FAQs Center Connect Blog About My account

Information Central Public Policy Services Events Marketplace Membership

Home > [Redacted] > Orders

Step 4: Click the hyperlinked Order number of your resume post

View Edit **Orders**

Order number	Placed	Updated	Total	Order status
8466	Thu, 02/13/2020 - 8:57pm	Thu, 02/13/2020 - 8:57pm	\$35.00	Completed
8327	Sun, 01/26/2020 - 10:43pm	Sun, 01/26/2020 - 10:43pm	\$35.00	Completed

North Carolina
Center for Nonprofits

Business Finder Starting a Nonprofit? FAQs Center Connect Blog About My account

Information Central Public Policy Services Events Marketplace Membership

Home > [Redacted] > Orders > Order 8466

Order 8466

Step 5: Click to view your resume post

Title	Unit price	Quantity	Total
Resume Posting ([Redacted] - Developer and Strategic Planner, Partner/Donor Management, Marketing) (04_Resume)	\$35.00	1	\$35.00

Order total \$35.00

BILLING INFORMATION:

North Carolina
Center for Nonprofits

Business Finder Starting a Nonprofit? FAQs Center Connect Blog About My account

Information Central Public Policy Services Events Marketplace Membership

Home > [Redacted] - Developer and Strategic Planner, Partner/Donor Management, Marketing

[Redacted] - Developer and Strategic Planner, Partner/Donor Management, Marketing

View **Edit** Renew

Professional Summary:

Step 6: Click the edit tab to make adjustments to the content of your post

PREFERRED EMAIL: [Redacted]

CAREER LEVEL: Management

JOB TYPE:

North Carolina
Center for Nonprofits

Business Finder Starting a Nonprofit? FAQs Center Connect Blog About My account

Information Central Public Policy Services Events Marketplace Membership

Home > [redacted] Developer and Strategic Planner, Partner/Donor Management, Marketing > Edit

Edit Resume [redacted] - Developer and Strategic Planner, Partner/Donor Management, Marketing

View Edit Renew

Resume Title *

[redacted] - Developer and Strategic Planner, Partner/Donor Management, Marketing

Category *

Communications, Marketing, and Public Relations

Resume

rt Resume 2020-NFP.pdf 137.22 KB Remove

Include file in display
You must tick "Include file in display" to show your uploaded document to website visitors.

Preferred Email *

Step 7: Click the "Remove" button on the old file and to be re-directed to the upload field to submit a new file.

Be sure to always tick the box for "Include file in display"

Helpful Tips

Please remember to protect your digital privacy by excluding the street address and any other sensitive, uniquely-identifiable information from resume documents you upload anywhere on the internet. Instead, consider including only city, state, and zip code, plus creating a free email account you solely use for communications during job searches.

The Center wishes you the best of luck with your job search!