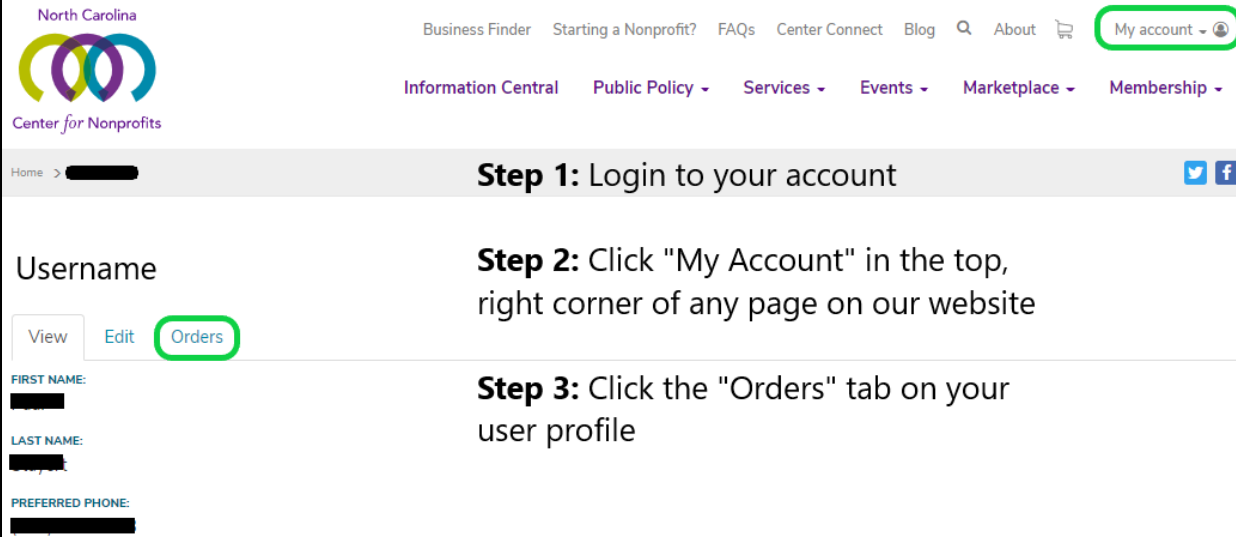## How to Upload a Fresh Resume to Your Active Post

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.

Step 1: Login to your account
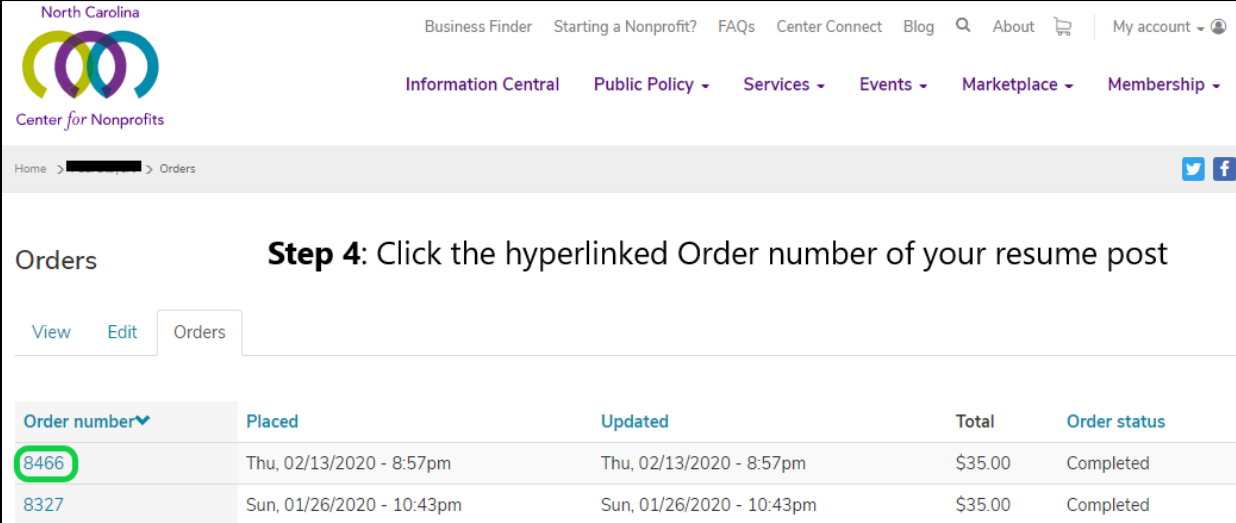
Step 2: Click "My Account" in the top, right corner of any page on our website

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

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

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 > ████████ > Orders > Order 8466

Order 8466

Step 5: Click to view your resume post

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

Order total	$35.00

BILLING INFORMATION:

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Home > ████████ - Developer and Strategic Planner, Partner/Donor Management, Marketing

████████ - 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:
████████

CAREER LEVEL:
Management

JOB TYPE:

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!