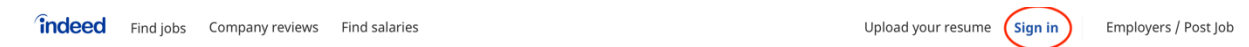


## Using Indeed In Your Job Search

Indeed bills itself as “the #1 job site in the world.” Indeed is more than a job search board. It’s a tool you can use in your job search. It can be especially valuable in a passive job search, delivering job opportunities to your email each day.

The first step is to create an Indeed account. It’s free, and setting it up will take just a few minutes.

On the Indeed.com home page, click the “Sign In” link.



That will take you to a login screen. On that page, click “New to Indeed? Create an account.”

A screenshot of the Indeed Sign In page. At the top is the Indeed logo. Below it is the "Sign In" heading. There are two input fields: "Email Address" and "Password". Below the password field is a checkbox labeled "Keep me signed in on this device." which is checked. A blue "Sign In" button is below the checkbox. Below this is a horizontal line with "or" in the center. There are three social login buttons: "Sign in with Google", "Sign in with Apple", and "Sign in with Facebook". Below these is a blue link "New to Indeed? Create an account" which is circled in red. At the bottom, there is a disclaimer: "By signing in to your account, you agree to Indeed's Terms of Service and consent to our Cookie Policy and Privacy Policy. This site is protected by reCAPTCHA and the Google Privacy Policy and Google Terms of Service apply."

You'll be prompted to "Add a resume." Don't do it.

Do not upload your resume to your Indeed profile. Instead, customize your resume for the specific position you're applying for. You can still use the "easy apply" option available on job postings by uploading a specific resume for a specific job. You'll get a better match with applicant tracking systems if you tailor the resume for the job posting.

## Add a resume

Apply to jobs easier and get found by employers faster.

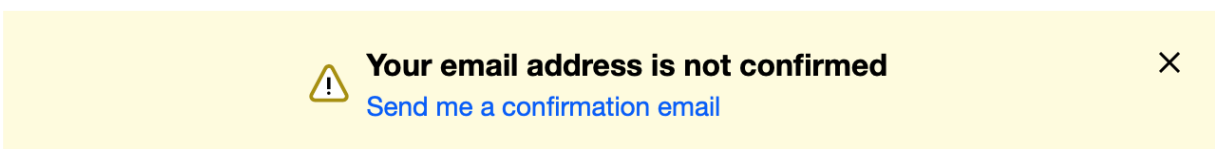


By continuing, you agree to create a [public resume](#) and agree to receiving job opportunities from employers.

In addition, if you upload a resume, your resume is public by default and may be viewed by anyone accessing the website. Indeed's terms and conditions page says "this includes users of Indeed's Resume Search product, Employers whose Company Page you may be following, and anyone with access to the URL associated with your public resume, such as search engines and other third parties that may crawl our Site. We offer you this visibility to help you find a job."

If you're conducting a confidential job search, posting your resume may tip off your employer that you're looking for a new role. That's another good reason not to upload a resume.

After continuing on, you'll be prompted to confirm your email account.



Click on the link and you'll receive an email with a button you'll need to click to complete the confirmation:



## Confirm your email address on Indeed

Thanks for signing up at Indeed!  
Please click on the following button to verify your email address.

---

**Confirm your Indeed  
account**

---

If you need further assistance, please [contact us](#).

And once you click on the link, you'll get a confirmation message:

## Email address confirmed

Your email address is now confirmed. Thank you.

**Continue**

You should also designate your account type:

## Account

**Account type:**

Unknown



Set account type

Click the “Set account type” button.

A screenshot of the 'Change account type' dialog box on the Indeed website. The dialog box is white with a blue border and is centered on a light gray background. At the top, the Indeed logo is displayed in blue. Below the logo, the title 'Change account type' is written in bold black text. There are two radio button options: 'Job seeker (looking for a job)' which is selected with a blue dot, and 'Employer (hiring, sourcing candidates, or advertising jobs)' which is unselected. At the bottom of the dialog box, there are two buttons: a blue 'Save' button and a blue 'Cancel' button.

Choose “Job seeker (looking for a job).”

Once your account is set up, you can save jobs that you want to apply for so you can come back to them later. Once you’ve applied, you can also track your status for positions you’ve applied for on the same page.

## Use Indeed Search to Identify Possible Matches

Indeed's search function is robust. You can search for possible job opportunities by location, distance, industry, job title, experience level, salary, and more.

You can use Indeed's filters to refine your search parameters, adding or removing criteria until you find positions that are a good fit for your skills, education, and experience.

To get started using Indeed search, click on the "Find jobs" link in the menu bar.



The default search is "What" (job title, keywords, or company) and "Where" (city, state, zip code, or "remote").

### What

### Where

**Employers: get started** - post a job, search resumes, and more

Indeed will identify job opportunities that match the criteria you've selected.

What public relations Where remote Find jobs Advanced Job Search

Public Relations Coordinators > Marketing, Advertising & Public Relations

Date Posted Remote Salary Estimate Job Type Location Company Experience Level

Upload your resume - Let employers find you

public relations jobs in Remote

Sort by: relevance - date Page 1 of 1,270 jobs

new

**Publicist/Junior Publicist - Public Relations Firm**

Mouth Digital + Public Relations  
Remote

\$31,000 - \$43,000 a year

Easily apply Urgently hiring

- After waiting period, full-time employees enjoy bonus, commission, health, dental, vision.
- Pitching and booking national and local TV, radio, print and online...

7 days ago

Be the first to see new public relations jobs in remote

Email address

Activate

By creating a job alert, you agree to our Terms. You can change your consent settings at any time by unsubscribing or as detailed in our terms.

My recent searches

public relations, cycling - remote

» clear searches

Click on the job title to expand the information about the posting.

Public Relations Coordinators > Marketing, Advertising & Public Relations

Upload your resume - Let employers find you

public relations jobs in Remote

Sort by: **relevance** - date Page 1 of 1,270 jobs

**Publicist/Junior Publicist - Public Relations Firm**  
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Easily apply Urgently hiring

- After waiting period, full-time employees enjoy bonus, commission, health, dental, vision.
- Pitching and booking national and local TV, radio, print and online...

7 days ago

**Public Relations Assistant**  
Sky@Twelve Media Group  
Remote  
\$13 - \$14 an hour

**Publicist/Junior Publicist - Public Relations Firm**  
Mouth Digital + Public Relations - Remote  
\$31,000 - \$43,000 a year - Full-time, Part-time - Remote  
Apply Now

**Urgently hiring**  
Mouth Digital + Public Relations (mouthdigitalpr.com), a high-profile boutique traditional public relations and digital firm headquartered in NYC--now working virtually (with clients in the categories of consumer, entertainment/celebrity, author, music, lifestyle, new media, hard news, non-profit, food, health and wellness, as example), is looking for a Publicist (Account Executive - AE) or a Junior Publicist (Associate Account Executive - AAE) in media relations, with an assertive, detail-oriented, highly organized, take-the-bull-by-the-horns attitude.

Working remotely, and with minimal supervision, a minimum of 2-years experience is a MUST with the following experience:

- Pitching and booking national and local TV, radio, print and online interviews;
- Creating booking confirmation sheets, tour schedules;
- Writing press releases, promo pieces, pitch letters;
- Compiling media lists through MuckRack;
- Communicating comfortably using phone, email

Messages

Click on the “Easily apply” link or the “Apply Now” button to apply for the role.

# Publicist/Junior Publicist - Public Relations Firm

Mouth Digital + Public Relations - Remote  
\$31,000 - \$43,000 a year - Full-time, Part-time - Remote

**Apply Now**

A new window will open. Enter your information in the fields. You can also attach your resume and cover letter.

**Name \***

**Email \* **

**Phone Number \* **

**City - United States ([change](#))**

---

**Relevant experience**

**Job title**

**Company**

**Resume \***

No file chosen

No resume? [Create one now](#)

 [Attach additional documents](#)

 [Add cover letter](#)

[Notify me when similar jobs are available](#)

By checking this box and clicking continue, you agree to our [Terms](#), and you agree to receive similar jobs via email. You can change your consent settings at any time by unsubscribing or as detailed in our terms.



Or click on the “heart” button next to the “Apply Now” button to save the posting for later. (It will be saved to the “My Jobs” page.)

## Publicist/Junior Publicist - Public Relations Firm



Mouth Digital + Public Relations - Remote

\$31,000 - \$43,000 a year - Full-time, Part-time - Remote

Apply Now



Here is the saved job dashboard:

This dashboard is in beta. It may not include every job application that you've submitted. Refer to your email for the latest status of your Indeed job applications

### My jobs

Saved **1** Applied **0**



**Publicist/Junior Publicist - Public Relations Firm**

Mouth Digital + Public Relations | Remote

Saved today

Apply now

Update



### Advanced Job Search

Indeed's Advanced Job Search function makes it even easier to target job opportunities.

What public relations

Where remote

Find jobs

Advanced Job Search

With the search function, you have the option to see jobs from job boards only, from the websites of employers only, or both. You can also include or leave out postings from staffing agencies. You can target specific salary ranges using the salary estimate field.

# Advanced Job Search

## Find Jobs

With all of these words

public relations

With the exact phrase

With at least one of these words

With none of these words

With these words in the title

From this company

Show jobs of type

All job types



Show jobs from

All web sites



Exclude staffing agencies

Salary estimate

per year \$50,000 or \$40K-\$90K

You can choose specific location and distance criteria, and choose to see jobs posted only within a specific number of days.

## Where and When

### Location

city, state, or zip

within 25 miles of ▾

remote

### Age - Jobs published

anytime ▾

### Display

10 ▾

results per page, sorted by

relevance ▾

**Find Jobs**

In addition to searching for job postings, you can set up job alerts to be emailed to you.

### Setting Up Job Alerts on Indeed

Job alerts are emails listing new jobs posted on Indeed that meet the criteria you've established. Instead of visiting Indeed daily to see what opportunities are available, you can receive an email with postings. You can choose to have alerts sent to you daily or weekly.

Set up Job Alerts on this page:

<https://subscriptions.indeed.com/create/jobalert>



## Be the first to see new jobs

Tell us what type of job you are looking for and we'll send you a daily email with new jobs that match your search.

By creating a job alert, you agree to our [Terms](#). You can change your consent settings at any time by unsubscribing or as detailed in our terms.

**what**  
Job title, keywords or company name

**where**  
City, state or zip code

**enter email**  
Example: johnsmith@gmail.com

[Create job alert](#)

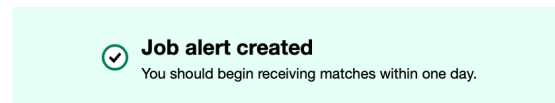
Once you enter your information, you'll see a confirmation screen:



## Be the first to see new jobs

Tell us what type of job you are looking for and we'll send you a daily email with new jobs that match your search.

By creating a job alert, you agree to our [Terms](#). You can change your consent settings at any time by unsubscribing or as detailed in our terms.

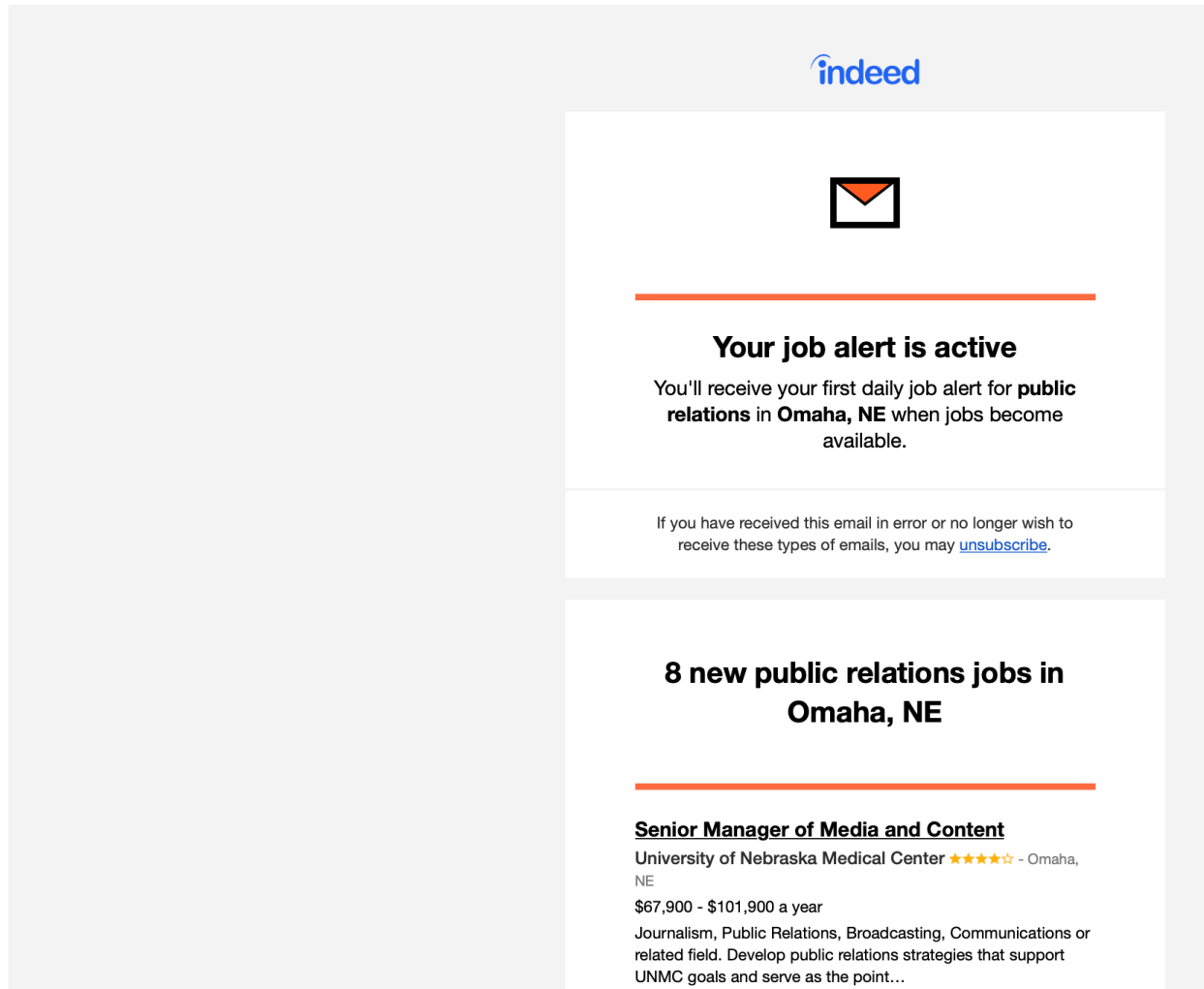


View results for [public relations jobs in Omaha, NE](#) or [create another job alert](#)


You'll also receive a confirmation email to the email address you entered, along with jobs that match the criteria you selected.

Your job alert for public relations jobs in Omaha, NE is now active Inbox x

Indeed <alert@indeed.com> [Unsubscribe](#)  
to me ▾



**indeed**



---

**Your job alert is active**

You'll receive your first daily job alert for **public relations** in **Omaha, NE** when jobs become available.

If you have received this email in error or no longer wish to receive these types of emails, you may [unsubscribe](#).

---

**8 new public relations jobs in Omaha, NE**

---

**Senior Manager of Media and Content**  
University of Nebraska Medical Center ★★★★★ - Omaha, NE  
\$67,900 - \$101,900 a year  
Journalism, Public Relations, Broadcasting, Communications or related field. Develop public relations strategies that support UNMC goals and serve as the point...

Indeed also offers plugins for Chrome, Firefox, and Google Toolbar. These apps provide notifications from within your Internet browser about new jobs and messages from prospective employers.

### Use Indeed for Research

Indeed provides Company Pages, providing reviews of the workplace, photos, job openings, and salary data. On the job posting, click on the company name to access this information. If a Company Page is available, it will open when the company name is clicked on.



new

## Communications Specialist - Remote

Computershare 3.4 ★

United States  Remote

**\$61,000 - \$80,000 a year**

- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Writes content for various communications.

1 day ago

On the Company Page, you can see a Snapshot of the company. The company can populate a “Why Join Us” page and photos. You can read employee reviews of the company, and look at a list of all the jobs posted on Indeed. There is also salary and benefit information. Jobseekers can post questions that a company representative or other people can answer.

**Bailey Lauerman**

4.5 ★★★★★ 4 reviews

Follow

Get weekly updates, new jobs, and reviews

Snapshot

Why Join Us

4  
Reviews

Salaries

Photos

Jobs

3  
Q&A

Interviews

Bailey Lauerman Careers and Employment

## About the company

**Founded**

1970

**Company size**

51 to 200

**Revenue**\$5M to \$25M  
(USD)

Bailey Lauerman Advertising Age's 2013 Small Agency of the Year, is an independent advertising agency headquartered in Omaha, Nebraska. The agency has earned national recognition for its work with top national brands including AMC Theatres, Disney, Bass Pro Shops, Union Pacific and many more. The agency is a member of the Advertising and Marketing International Network (AMIN), as well as the American Association of Advertising Agencies (4A's).

[Learn more >](#)

## Rating overview

Rating is calculated based on 4 reviews and is evolving.

Some Company Pages are more complete than others. Salary and benefit information is user-submitted, so the more employees the company has, the more likely this information is to be populated on the page.

Indeed also conducts surveys on work happiness. It evaluates several criteria:

- *Work Happiness Score*: Do people feel happy at work most of the time?
- *Flexibility*: Do people feel they have the time and location flexibility they need?
- *Achievement*: Do people feel they are achieving most of their goals at work?

The Work Happiness section will tell you how many people completed the work happiness survey, so you can see the sample size the scores are based on.

**Mutual of Omaha**  
60 🗣️ | 3.7 ★★★★★

**Mutual of Omaha**  
60 🗣️ | 3.7 ★★★★★

Follow

Get weekly updates, new jobs, and reviews

- Snapshot
- Why Join Us
- 714 Reviews
- 1.2K Salaries
- Benefits
- Photos
- 65 Jobs
- 48 Q&A
- Interviews

Mutual of Omaha Careers and Employment

## Work happiness

Scores based on about 163 responses to Indeed's survey on work happiness

[About work happiness](#)

**60** 😊 **Work Happiness Score**  
Average

Do people feel happy at work most of the time?

**73** **Flexibility**  
Above average

Do people feel they have the time and location flexibility they need?

**68** **Achievement**  
Average

Do people feel they are achieving most of their goals at work?

[See full report](#)

You can also click on the “Company reviews” tab in the menu bar and identify companies that are hiring. Simply enter your city or state and you can see the “popular companies” in that city and state. The listings also include links to reviews, salary information, and jobs.



Get access to millions of company reviews

# Find great places to work

Company name or job title

City, state, or zip (optional)

Find Companies

Do you want to search for salaries?



### Companies Hiring Now

<b>Koch Foods</b> ★★★★☆ 989 reviews Salaries Q&A Open jobs	<b>Cross Country Medical...</b> ★★★★☆ 1,140 reviews Salaries Q&A Open jobs	<b>Tanisha Systems Inc</b> ★★★★☆ 44 reviews Salaries Q&A Open jobs
<b>Hunter Douglas</b> ★★★★☆ 367 reviews Salaries Q&A Open jobs	<b>Noor Staffing</b> ★★★★☆ 34 reviews Salaries Q&A Open jobs	<b>Goodwill of Central Arizona</b> ★★★★☆ 119 reviews Salaries Q&A Open jobs
<b>CoreCivic</b> ★★★★☆ 1,964 reviews Salaries Q&A Open jobs	<b>Center for Autism and...</b> ★★★★☆ 562 reviews Salaries Q&A Open jobs	<b>Ascendo Resources</b> ★★★★☆ 41 reviews Salaries Q&A Open jobs
<b>FirstService Residential</b> ★★★★☆ 1,290 reviews Salaries Q&A Open jobs	<b>Taco Bell</b> ★★★★☆ 31,030 reviews Salaries Q&A Open jobs	<b>Holiday Inn</b> ★★★★☆ 17,256 reviews Salaries Q&A Open jobs

## Using Indeed for Salary Research

Indeed can also be a useful resource for salary information. In addition to company-specific salary data (found on the Company Page), you can use the “Find salaries” function on the menu to generate salary information.



While not as robust as information on a specialized salary research site like Salary.com, you can generate some ballpark numbers based on job titles and location.

## Find a career you'll love

Explore which careers have the highest job satisfaction, best salaries, and more

What

PUBLIC RELATIONS SPECIALIST

Where

Omaha, NE

Search

[Home](#) / [Career Explorer](#) / All relevant careers

## PUBLIC RELATIONS SPECIALIST Careers

### Average salaries for "PUBLIC RELATIONS SPECIALIST" jobs in Omaha, NE

Showing 3 salaries for "PUBLIC RELATIONS SPECIALIST" in Omaha, NE

**Social Media Specialist**

**\$39,531**  
per year

**Director of Public Relations**

**\$60,119**  
per year

**Communication Specialist**

**\$55,904**  
per year

Indeed is a robust tool for your job search toolbox. For active jobseekers, you can search the site for opportunities, drilling down your criteria to very specific parameters. For passive jobseekers, set up alerts and let Indeed serve up openings via email.