

Quick Steps to Using the PCI SSC Community Job Board



To get started on your journey to finding skilled talent for your vacant role, navigate to the [PCI SSC Community Job Board](#).

1 Register Your Account

Click on *Login/Register* and complete the necessary information to create your Community Job Board Account. Please note that all account requests are submitted to the PCI SSC Community Job Board Moderator for approval to purchase and post job listings. You will receive an email confirmation once your account has been approved.



2 Complete Your Job Listing

Once your account is approved, log into your account to start your job listing. Simply click *My Jobs* then *Add Job* and enter in the details for your job listing. Once you've completed the details for your job listing and are ready to submit the job listing, click *Preview*. If you have started a job listing but would like to return later to complete the posting, you can click *Save Draft* and your job posting will be saved to your account.



3 Purchase Your Job Listing

After you have previewed your job listing and are satisfied, click on *Post Your Job* to purchase your job listing. Choose your listing option for purchase and then complete the billing information and steps and click *Place Order* to complete your purchase.



You will receive an email confirmation once your job listing has been reviewed and approved by the PCI SSC Community Job Board Moderator. Your job is now posted! View your jobs on the Community Job Board [here!](#)



Have additional questions or need support?

Check out our full [User Guide here](#) or contact us at communityjobboard@pcisecuritystandards.org