

Creating and Saving Foundational Searches

Foundational searches are customized searches built to be used over and over and layered upon with other criteria – saving you time by not having to rebuild this search.

For this example, you will see how to build a regional foundational search for the Twin Cities 7 county area.

Location ?

- All locations
- Minneapolis-St. Paul-Bloomington MSA, MN
- Milwaukee-Waukesha-West Allis MSA, WI
- Des Moines-West Des Moines MSA, IA
- Madison MSA, WI
- Cedar Rapids MSA, IA
- Wright County, MN
- Ramsey County, MN
- Hennepin County, MN
- Scott County, MN
- Washington County, MN
- Anoka County, MN
- Carver County, MN

Show more...

1. In the Location filter, type and select the seven metro counties one at a time

2. Click Save and give the search a recognizable search name

New Search | Summary | Req | Candidates | Labor Market | World | Employers | Jobs | Trends | **Counts** | My Jobs

Job criteria

Keyword ?

Location ?

- All locations
- Minneapolis-St. Paul-Bloomington MSA, MN
- Milwaukee-Waukesha-West Allis MSA, WI
- Des Moines-West Des Moines MSA, IA
- Madison MSA, WI
- Cedar Rapids MSA, IA
- Wright County, MN
- Ramsey County, MN
- Hennepin County, MN

Search Definition: [Clear] [Save] [PDF]
PJA Twin Cities Metro 7 County

Generate Report

Time frame: 2017-01-01 - 2018-04-30 Apply Jobs: Available

Save Definition

Please type a definition name in the text field below.

 Cancel Save

Occupation	Count	% Change	Location	Time-Frame	Prior Year
Registered Nurses	27,487	-8.8%	Minneapolis, MN	197,055	216,696
Heavy and Tractor-Trailer T...	21,163	+1.9%	Saint Paul, MN	91,934	90,311
Retail Salespersons	17,536	+2.4%	Bloomington, MN	31,264	32,392
First-Line Supervisors of Re...	16,558	+0.4%	Eden Prairie, MN	27,250	36,276
Marketing Managers	14,592	-9.2%	Minnetonka, MN	21,976	26,008
Social and Human Service ...	12,897	+8.4%	Plymouth, MN	15,779	18,082
First-Line Supervisors of Fo...	12,840	+5.7%	Saint Louis Park, MN	10,996	13,171
Software Developers, Appli...	12,788	+1.1%	Edina, MN	10,840	11,714

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Search Wizard | **Advanced Search**

Title
Enter a job title here

Location
Enter a City, County, MSA, State, Region, WIB or NECTA

Keywords, Description, or Resume
Enter keywords, a job description, or a candidate's resume

Analyze

Saved Searches

🇺🇸 PJA Twin Cities 7 County Metro COUNTS 2018-11-05 20:00:54 -0500

Search History

🇺🇸 PJA Twin Cities Metro 7 County COUNTS 2018-11-05 19:51:37 -0500

Need Help

3. Locate your search on the New Search Page

Use this search whenever you need this location criteria instead of starting from scratch each time.

Add an occupation, function, educational requirement, employer, or select internships, and save your search as needed.

Need assistance creating and saving foundational searches?

Contact phil@realtimentalentmn.org

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