IBEW LOCAL 353’s
NEW ONLINE JOB SELECTION TOOL

IBEW Local 353 has introduced a new way for members to apply for jobs. Using the new Online Job Selection Tool, members can submit their applications through the website without having to send a fax, or scan and email the Dispatch Fax Form. It’s quick, easy and convenient!

Step 1
To access the Online Job Submission Tool you must first login to the IBEW 353 Website Members’ Area. From our home page, click on MEMBER LOGIN, at the top right. If you have not yet registered for this part of the website, click on Register Here, below the main login form.

Step 2
On Desktop:
Once you have successfully logged into the Members’ Area, hover over the DISPATCH menu and select JOB SELECTION from the menu.
On Mobile Devices:
Click on the “hamburger” in the top right corner to open the menu. Click on the down-caret beside Dispatch to display the Dispatch menu items, and select JOB SELECTION.

Step 3
Select the jobs you are interested in by clicking to add a check mark in the box to the right of the Job Details. Once complete, click the “NEXT” button at the bottom of the form to move to the next step.

Step 4
If you have only selected one job, proceed to step 5.
If you have selected more than one job, you can now sort your selected jobs into your preferred order by following the directions below:

On Desktop:
To re-order your selections, click on a job and hold the mouse button down while dragging it into its new position or click on the up or down arrows. You will notice that the preference order numbers change as the job moves.

On Mobile Devices:
Click on the up or down arrows. You will notice that the preference order numbers change as the job moves. When complete, click the “NEXT” button to proceed to the final step.
Step 5
Verify your selected jobs and preference order. If satisfied, click the “SUBMIT” button to complete the job selection process.
A verification email will be sent to the email address associated with your registered account. This email will include your unique confirmation number as well as a copy of your selections.

STEP 2 OF 2 – REVIEW AND SUBMIT JOB SELECTION

Below is your current Job Selection. To submit this form to Dispatch, click Submit.
You will receive a detailed confirmation email including the confirmation number on this page.

Your job Submission is not complete until you click submit.

Confirmation Number: 123142325