IOWA

Tippie Career Services

BuzzFile Website Guide

What is it?

BuzzFile is an online career resource that offers detailed information on over 18 million companies across the U.S. Whether you're exploring career options, targeting specific industries, or identifying potential employers, BuzzFile can help you identify companies for your full-time job or internship search!

How to Get Started:

Click on the registration link (https://www.buzzfile.com/User/Registration) to visit BuzzFile's website. Sign up with your **Uiowa email address**, under the company option enter "University of Iowa". After registration, you can explore the platform and use all its free features!

How Do I Search?

There are several effective ways to search on BuzzFile's website. We've highlighted two ways below most relevant to students, but we encourage you to explore the site and use it in the way that works best for you.

Employers by Major 1. On the "Employers by Major" page, you can search by **major** or **state**. Major categories include Arts & Sciences, Business, Engineering, Health Sciences, and Legal Services. Whether you're a marketing major interested in Sports Management or an Economics major in Business & Corporate law, there are plenty of options. You can search all U.S. states and territories, whether you're staying in Iowa or exploring elsewhere. Just select a major and state, and you'll get a list of career paths and companies to explore.

Industries 2. On the "Industries" page, search by sector, category, and industry using the arrows on each section. Next pick your "Coverage" from the arrow dropdown (location by city state, zip code, county, or metro area) and fill in the corresponding textbox. After you have filled in your parameters, click "View Results" to populate the company list. For example, a Risk Management and Insurance major could search all Life Insurance companies in Chicago, IL by clicking the sector of Insurance Carriers, category of Life Insurance, and refining by city.

Company Pages: clicking on specific company pages will provide key details like business description, contact info, sector, growth rate, statistics, and FAQs. These pages can be helpful for interview prep or simply researching and comparing companies.

Lists On any of your search results, you can use the selection checkboxes on the lefthand side of the company results, and the "Action" dropdown to create **company lists**. Select the companies you want, click "add to list," and choose to add to an existing list or create a new one. For new lists, add a name, classification, and description (optional details like location, sector, category, and industry can be included as well). All lists are public and shareable! Once you create a new list, it can be found under the "List" page.

Questions about BuzzFile? Email our TCS team at tippie-careerservice@uiowa.edu.

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