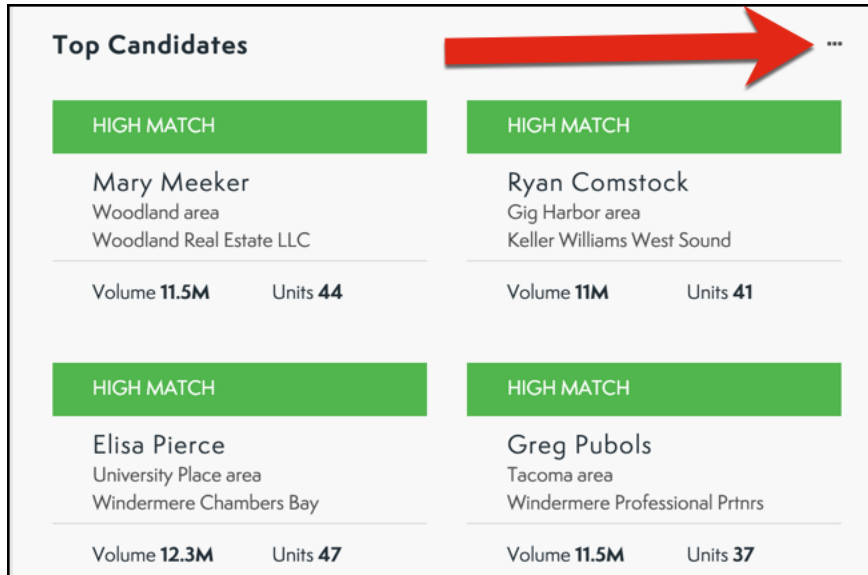


# Profile Service Areas

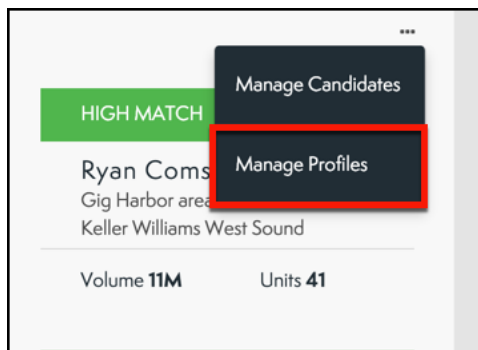
When creating profiles in Talent there is a good chance, we will be looking for agents in more than one area! For each one of your profiles you can have multiple service areas. This means we can cast a wider net when we are looking for talent!

## Setting Service Areas

1. From your MoxiTalent Dashboard select the actions button above your top candidates.



2. From the drop-down menu select **Manage Profiles**.



3. Find the Profile you would like to set multiple service areas.

PROFILE	VOLUME	UNITS	
<b>Luxury</b> Seattle	1M - 5M	20 - 54	Edit
<b>Seattle Profile</b> Ballard, Capitol Hill	1M - 5M	20 - 50	Edit
<b>Tacoma</b> Tacoma, Seattle	5.6M - 11.4M	20 - 66	Edit
Seattle	0 - 1M	0 - 30	Edit

4. Under **Service Areas**, you can enter in as many Cities, neighborhoods, or zip codes as you would like!

### Edit Recruiting Profile

**Recruiting Profile**

Modify your recruiting profile to change the search criteria used for finding Top Candidates.

Profile Name:

Service Area:

- Seattle, WA, USA
- Ballard, Seattle, WA, USA
- Seattle, WA 98133, USA

Total Volume\*:

Total Units\*:

\* Last 12 months  Delete

5. Once you have completed your profile, select **Save**.

### Create Recruiting Profile

**Recruiting Profile**

Create a new recruiting profile.

Profile Name:

Service Area:

Seattle, WA, USA

Total Volume\*:

Total Units\*:

\* Last 12 months