How To Pin Or Unpin A Job Post In easy.jobs Job Board?

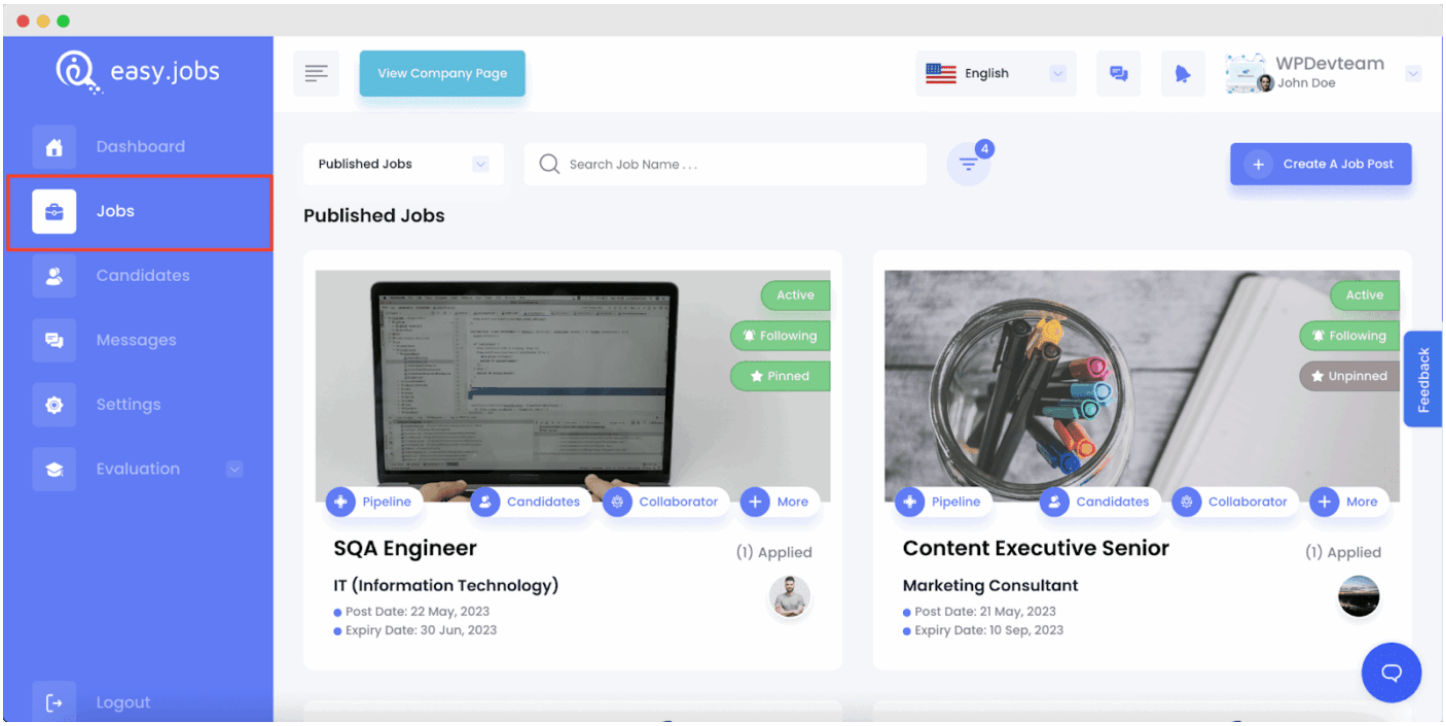
Job Posts · https://easy.jobs/docs/pin-or-unpin-a-job-post-with-easyjobs/

easy.jobs allows you to create job posts easily and pin them if you want the job post to appear on top of your job board. Learn how to pin a job post in easy.jobs in few steps.

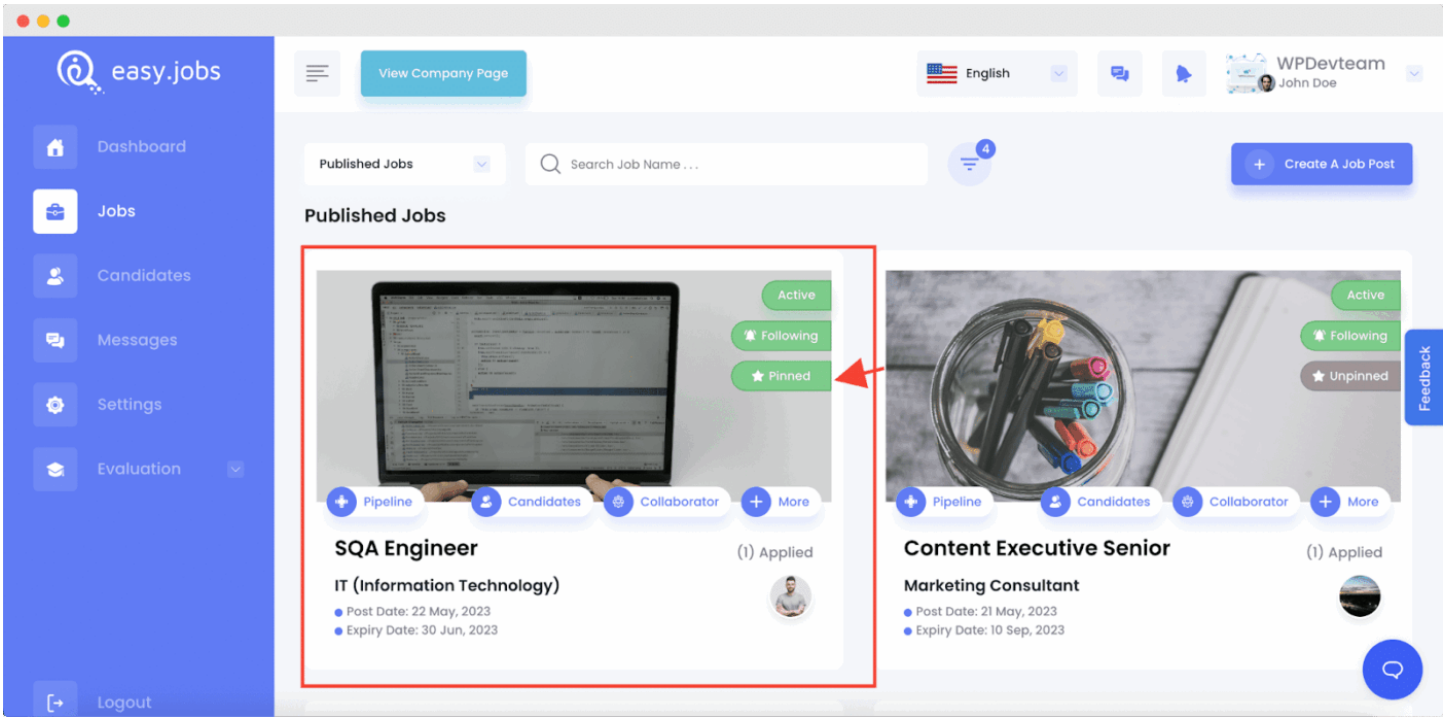
How To Pin Or Unpin A Job Post In easy.jobs Job Board?

To pin or unpin a job post, you need to **have a job post** that is active. Once you are done creating a job post you can follow the steps mentioned below to pin or unpin it.

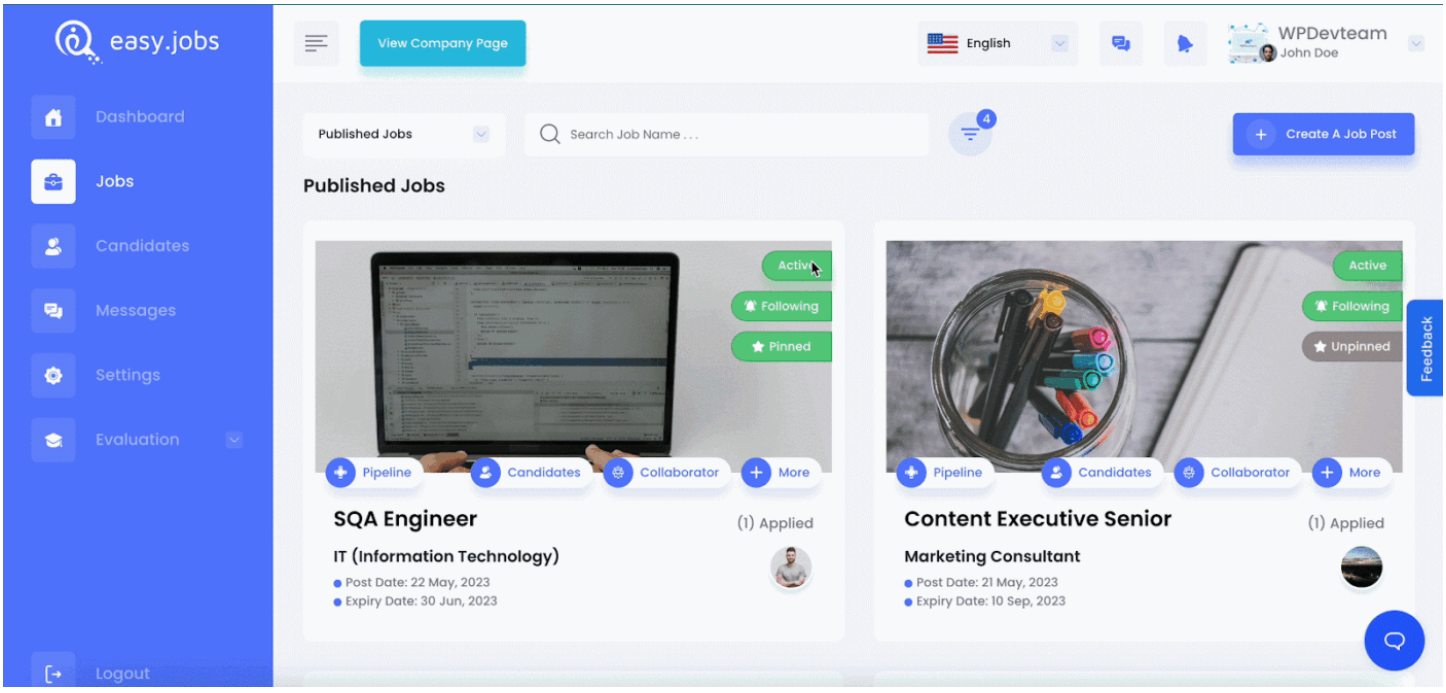
Step 1: From your easy.jobs dashboard, go to the **'Jobs'** tab. Here you will see all your job posts.



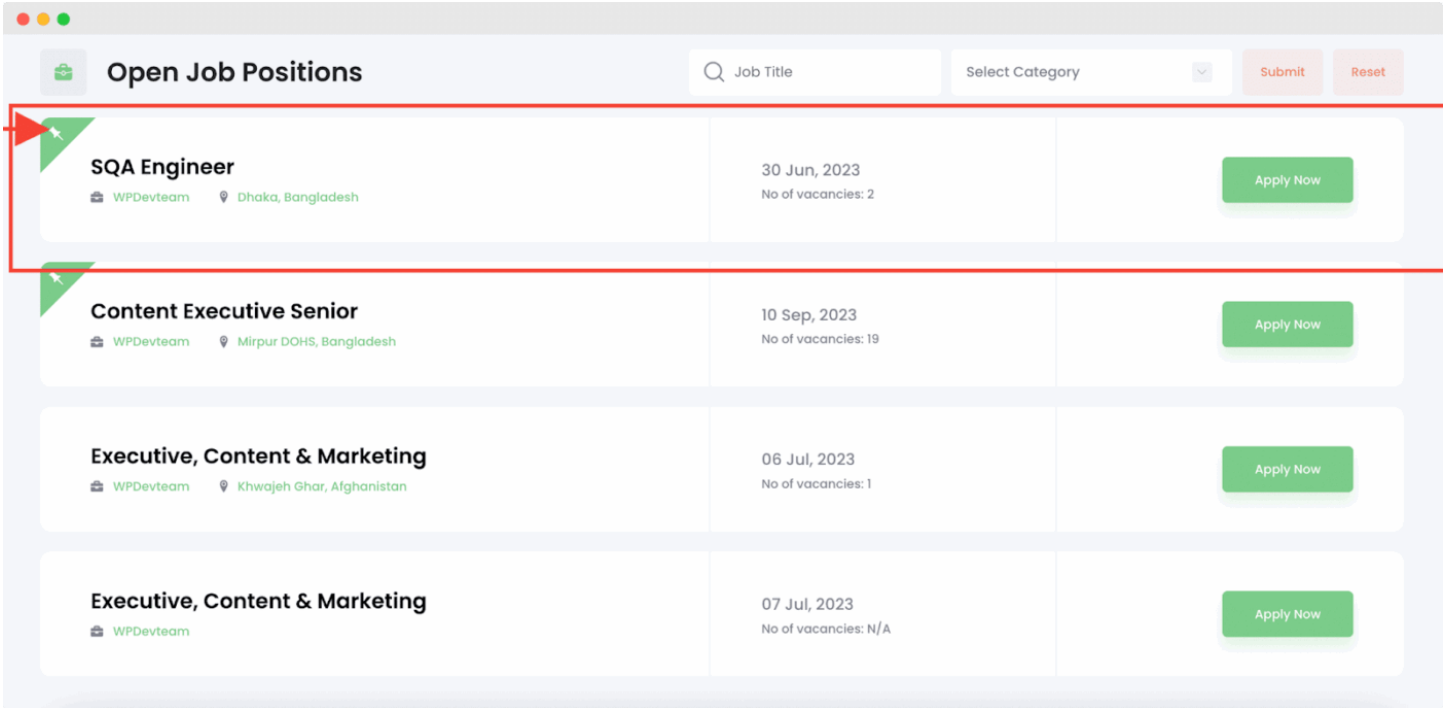
Step 2: Select the job you want to pin. There's an option to pin or unpin the job post appearing along with the job post.



Step 3: Just click on the button and the job post will be pinned. Your pinned job post will appear on the top of your job board. You can unpin the job whenever you want as well.



Thus, by simply following the quick steps you can pin a job post and share your job posts on top of the job board.



Getting stuck? Feel free to **contact our support** team for further assistance.