

# Instructions for bidding on job calls using the IBEW Local 702 Online Job Bidding System.

1. Log into the IBEW Member Login tab on our website or use the following link:  
<https://ibew702.workingsystems.com/>
2. The system will then prompt you to register your Mobile phone number. This is important. If you register you will receive text messages about available jobs open for bidding. If you do not register your phone number you may not receive the automated text messages and you will be required to login each night and check to see if jobs are available.
3. Next Select the “Jobs” dropdown list in the menu bar.
4. Then select “Jobs Available”
5. The system will then load a page displaying all available jobs.
  - Jobs that are available to you will have a drop down box displayed to the left of the employer name.
  - Select your desired priority from the drop down list, or select "No Bid" if you do not have interest in the job.
  - You may only bid on jobs if you are not currently working.
  - You may only bid on a job if you have an active registration on same book as the opening.
  - Online bidding for a job will not be allowed unless the Dispatch office has enabled web bidding for its book.
  - Bidding is open between the hours of Monday, 05:00:00 PM Central Daylight Time and Monday at 07:00:00 AM Central Daylight Time
  - Bidding is open all day on weekends and holidays.

To place one or more bids, indicate your preferences by selecting the priority next to each job of interest and click the "Submit Bids" button

If you bid for work via the Internet, you should receive an Email conformation of that bid. You may resubmit (submit corrections) until Monday at 07:00:00 AM Central Daylight Time. If you do not receive an Email confirming your bid, something did not work correctly. Any loss of confidence with Internet bidding should cause you to come to Dispatch in person.