

Maryland's Work Search Requirements

Claimants **must** meet Maryland's work search requirements to be eligible for unemployment insurance (UI) benefits. Important information about these requirements is included below.



Be Available for Work - You must be able, available, and willing to accept suitable work without restrictions. To learn more, see the **Claims Filing - Weekly Claims Certifications FAQs** (labor.maryland.gov/employment/claimfaq.shtml)



Register with the Maryland Workforce Exchange (MWE) - You must register with MWE at mwejobs.maryland.gov. This is a one-time requirement.



Add Résumé in MWE - After completing your MWE registration, you **must update or create a résumé** in MWE and make the résumé **viewable to employers**. You must **maintain a current résumé in MWE** at all times to be eligible for UI benefits.



Actively Look for Work - You must search for work each week. You must complete **at least three valid reemployment activities each week, which must include at least one job contact**.



Record Job Contact(s) and Valid Reemployment Activities Weekly - You must **maintain a weekly record** of your completed valid reemployment activities and job contact(s). The easiest way to keep your record is to submit your activities and contact(s) in the Job Contact and Reemployment Activity Log in MWE.



Your Work Search is Subject to Audit - Failure to satisfy the work search requirements **may result in a delay or denial of your benefits**. The Division conducts claim audits, which include verifying your job contacts and reemployment activities.

To learn more, see the resources below:

- **Maryland Work Search Requirements** (labor.maryland.gov/employment/uires.shtml)
- **List of Valid Reemployment Activities** (labor.maryland.gov/employment/uaswreq.shtml)



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