

# FILING FOR CALIFORNIA UNEMPLOYMENT INSURANCE (UI): HOW TO DETERMINE YOUR JOB TITLE/CLASSIFICATION ON THE ONLINE APPLICATION

**Step-by-Step Guide**

VISIT THE  
**EMPLOYMENT DEVELOPMENT  
DEPARTMENT (EDD)**  
WEBSITE

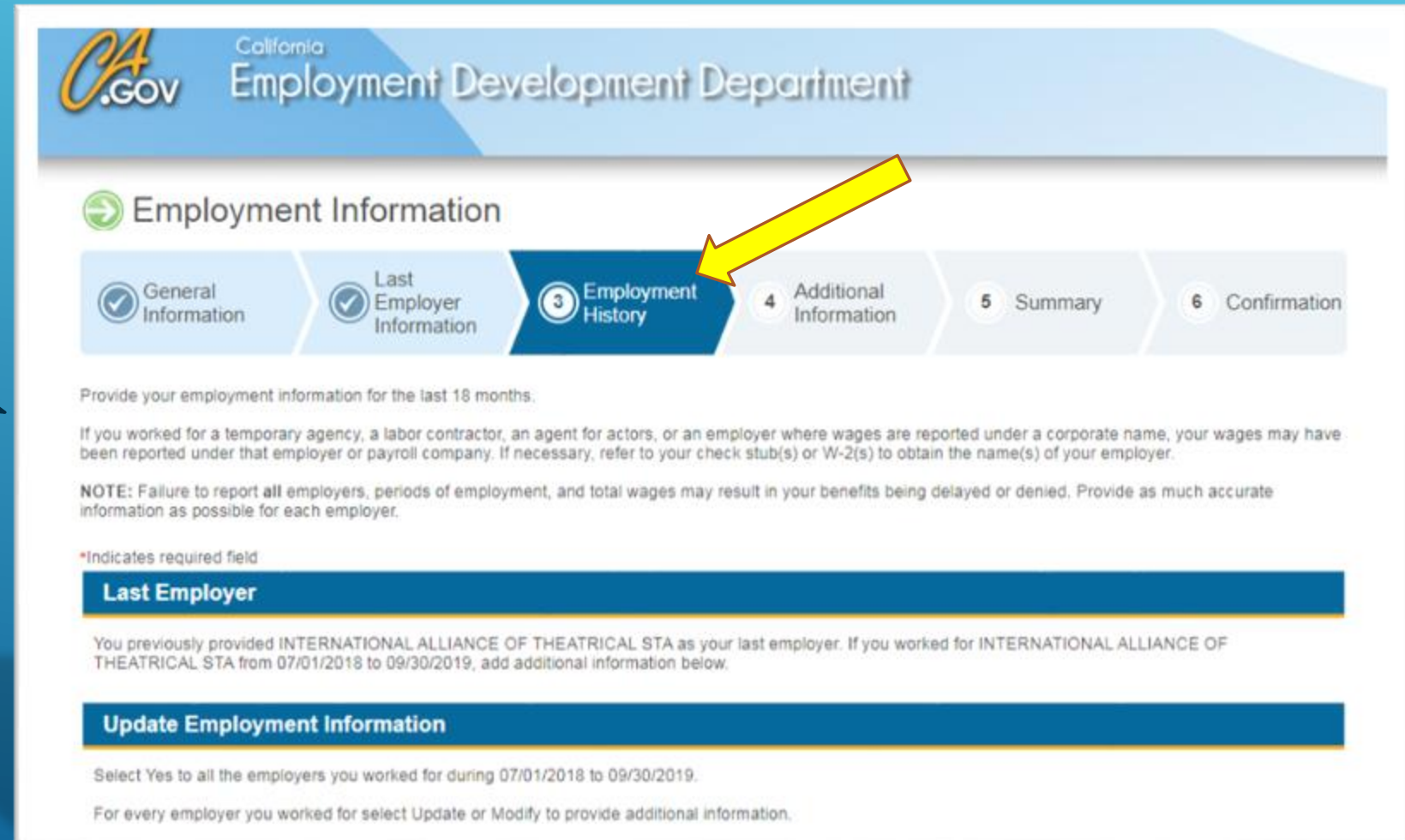
[https://edd.ca.gov/Unemployment/UI\\_Online.htm](https://edd.ca.gov/Unemployment/UI_Online.htm)

# EDD/UNEMPLOYMENT ONLINE APPLICATION: FIRST STEPS



AFTER FILLING OUT “GENERAL INFORMATION” AND “LAST EMPLOYER INFORMATION”, COMPLETE “EMPLOYMENT HISTORY” SECTION.

**\*Motion Picture Industry Members:**  
For the purpose of Unemployment Insurance, the Payroll Companies are considered the Employers.



**CA.GOV** California Employment Development Department

→ Employment Information

1 General Information 2 Last Employer Information 3 **Employment History** 4 Additional Information 5 Summary 6 Confirmation

Provide your employment information for the last 18 months.

If you worked for a temporary agency, a labor contractor, an agent for actors, or an employer where wages are reported under a corporate name, your wages may have been reported under that employer or payroll company. If necessary, refer to your check stub(s) or W-2(s) to obtain the name(s) of your employer.

**NOTE:** Failure to report **all** employers, periods of employment, and total wages may result in your benefits being delayed or denied. Provide as much accurate information as possible for each employer.

\*Indicates required field

**Last Employer**

You previously provided INTERNATIONAL ALLIANCE OF THEATRICAL STA as your last employer. If you worked for INTERNATIONAL ALLIANCE OF THEATRICAL STA from 07/01/2018 to 09/30/2019, add additional information below.

**Update Employment Information**

Select Yes to all the employers you worked for during 07/01/2018 to 09/30/2019.

For every employer you worked for select Update or Modify to provide additional information.

ON THE EMPLOYMENT HISTORY PAGE, SCROLL DOWN TO SECTION LABELED “EMPLOYMENT HISTORY” AND THEN SELECT “PRIVATE EMPLOYER” FOR QUESTION 2b.

### Employment History

1. \*From 07/01/2018 to 09/30/2019, did you work for any other employers not listed above? ☐ Yes ☐ No

2. \*From 07/01/2018 to today, which employer did you work for the longest?

2a. How long did you work for that employer?

Years:

Months:

2b. Select the industry that best describes this employer.

-Select One-

-Select One-

Private Employer

City/County/School District/Special District

State Agency

Federal Agency

2c. What type of business did that employer operate? (For example: retail furniture sales, legal services, software manufacturing, road construction, etc.)

2d. What kind of work did you do for that employer?

Previous

Save as Draft

Cancel

Next

YOU THEN WILL SELECT “ADD BUSINESS TYPE”

### Employment History

1. \*From 07/01/2018 to 09/30/2019, did you work for any other employers not listed above? ☐ Yes ☐ No

2. \*From 07/01/2018 to today, which employer did you work for the longest?

2a. How long did you work for that employer?

Years:

Months:

2b. Select the industry that best describes this employer.

Private Employer

Select Add Business Type

Add Business Type

2c. What type of business did that employer operate? (For example: retail furniture sales, legal services, software manufacturing, road construction, etc.)

Select Add Work Type button

Add Work Type

2d. What kind of work did you do for that employer?


Previous

Save as Draft

Cancel

Next



SELECT “SERVICES” FROM  
BUSINESS CATEGORY LIST AND  
CLICK SAVE.

 Employer Business Type

General Information   Last Employer Information   **3 Employment History**   4 Additional Information   5 Summary   6 Confirmation

Select the business category operated by the employer you worked for the longest in the past 18 months.  
Once you choose the business type select Save.

\*Indicates required field

\*Business Category:  

Previous Save

Back to Top Accessibility

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The dropdown menu contains the following options: -Select One-, -Select One-, CULTURE, FORESTRY, & FISHING, MINING, CONSTRUCTION, MANUFACTURING, TRANS. COMM. GAS ELECTRIC & SANITARY SERVICES, WHOLESALE TRADE, RETAIL TRADE, FINANCE, INSURANCE, & REAL ESTATE, **SERVICES**, PUBLIC ADMINISTRATION, NONCLASSIFIED ESTABLISHMENTS. A yellow arrow points to the 'SERVICES' option.




NEXT SELECT  
“**MOTION  
PICTURES**” IN THE  
CATEGORY  
RESULTS, THEN  
CLICK SAVE.

Select the business category operated by the employer you worked for the longest in the past 18 months.

Once you choose the business type select Save.

\*Indicates required field

\*Business Category:  SERVICES ▼



### Category Results

Select	Business Type
<input type="radio"/>	Amusement & Recreation, Except Motion Pictures
<input type="radio"/>	Automotive Repair & Parking
<input type="radio"/>	Business
<input type="radio"/>	Education
<input type="radio"/>	Engineering, Accounting, Research, Management & Related Services.
<input type="radio"/>	Health
<input type="radio"/>	Hotels, Rooming Houses, Camps & Other Lodging Places
<input type="radio"/>	Legal
<input type="radio"/>	Membership Organization
<input type="radio"/>	Misc.Repair
<input checked="" type="radio"/>	Motion Pictures
<input type="radio"/>	Museums, Art Galleries, Botanical & Zoological Gardens
<input type="radio"/>	Personal Services Laundry & Cleaning, Beauty & Barber Shops, Etc.
<input type="radio"/>	Private Households
<input type="radio"/>	Services Not Elsewhere Classified
<input type="radio"/>	Social services

Previous

Save



YOU WILL AUTOMATICALLY RETURN TO THE EMPLOYMENT HISTORY PAGE UPON CLICKING SAVE. SELECT “**ADD WORK TYPE**” NEXT.

### Employment History

1. \*From 07/01/2018 to 09/30/2019, did you work for any other employers not listed above? ☐ Yes ☐ No

2. \*From 07/01/2018 to today, which employer did you work for the longest?

2a. How long did you work for that employer?

Years:

Months:

2b. Select the industry that best describes this employer.

2c. What type of business did that employer operate? (For example: retail furniture sales, legal services, software manufacturing, road construction, etc.)

2d. What kind of work did you do for that employer?

Private Employer

Motion Pictures

Select Add Work Type button

Add Business Type

Add Work Type

Previous Save as Draft Cancel Next

YOU WILL NEXT BE ASKED FOR YOUR **WORK TYPE/JOB CLASSIFICATION**. THE SCREEN WILL LOOK LIKE THE IMAGE BELOW.

The screenshot shows a web form titled "Work Type" with a green arrow icon. A progress bar at the top indicates six steps: 1. General Information (checked), 2. Last Employer Information (checked), 3. Employment History (active, highlighted in dark blue), 4. Additional Information, 5. Summary, and 6. Confirmation. Below the progress bar, instructions state: "Search for the type of work you performed with the employer you worked for the longest in the past 18 months. Once you choose the type of work select Save." A red asterisk note indicates "\*Indicates required field". The form contains a required text input field labeled "\*Work Type:" with a help icon. Below this field are "Search" and "Reset" buttons. At the bottom of the form are "Previous" and "Save" buttons.

**Work Type**

General Information Last Employer Information **3 Employment History** 4 Additional Information 5 Summary 6 Confirmation

Search for the type of work you performed with the employer you worked for the longest in the past 18 months.  
Once you choose the type of work select Save.

\*Indicates required field

\*Work Type:

Search Reset

Previous Save

LOCAL 728 JOB TITLE/CLASSIFICATION	TYPE THIS TEXT IN THE WORK FIELD SECTION ON THE ONLINE APPLICATION	SELECT FROM THE SEARCH RESULTS SECTION
Studio Electrical Lighting Technicians, IATSE Local 728		
Chief Lighting Technician	Lighting Equipment Operator	LIGHTING-EQUIPMENT OPERATOR
Assistant Chief Lighting Technician	Light Technician	LIGHTING-EQUIPMENT OPERATOR
Chief Rigging Technician	Rigger	RIGGER, CHIEF
Running Repair Technician	Repair Technician	REPAIR TECHNICIAN
Special Lighting Technician	Light Technician	LIGHT TECHNICIAN
Electrical Lighting Technician	Electrical Technician	ELECTRICAL TECHNICIAN
Media Server Technician	Media Center Technician	MEDIA CENTER TECHNICIAN
Fixture Technician	Fixture Repairer-Fabricator	FIXTURE REPAIRER-FABRICATOR
Follow Spot Technician	Lighting Equipment Operator	LIGHTING-EQUIPMENT OPERATOR
Balloon Lighting Technician	Light Technician	LIGHT TECHNICIAN
Lead Systems Technician	Systems Technician	SYSTEMS TECHNICIAN
Underwater Lighting Technician	Light Technician	LIGHT TECHNICIAN
LED Technician	Light Technician	LIGHT TECHNICIAN
Moving Light Technician	Light Industrial	LIGHT INDUSTRIAL WAREHOUSE
Rigging Technician	Rigger	RIGGER (radio-tv broad.)
Lighting Programmer	Program Developer	PROGRAM DEVELOPER
Lighting Plot Draftsperson	Draftsperson	DRAFTSPERSON
General Foreman	Construction Foreman	CONSTRUCTION FOREMAN
Gang Boss	Gang Boss	GANG BOSS
Sub-Foreman	Construction Foreman	CONSTRUCTION FOREMAN

**YOU WILL THEN TYPE IN  
YOUR JOB  
TITLE/CLASSIFICATION.**

**TO THE LEFT ARE THE  
JOB TITLES FOR  
LOCAL 728.**

**(TYPE THE TEXT FROM  
COLUMN 2 INTO THE  
WORK FIELD SECTION  
ON THE ONLINE  
APPLICATION).**

**\*If you can not find your job title, please  
select closest match. This information is  
used for statistical reasoning and does  
NOT affect eligibility to collect  
Unemployment benefits.**

**EXAMPLE:** IF YOUR JOB TITLE WITH **LOCAL 728** IS **MEDIA SERVER TECHNICIAN**, TYPE “**MEDIA CENTER TECHNICIAN**” INTO THE WORK TYPE FIELD, THEN CLICK THE SEARCH BUTTON.

NEXT SELECT “**MEDIA CENTER TECHNICIAN**” (FOUND IN COLUMN 3 ON PREVIOUS SLIDE), THEN CLICK SAVE.

Search for the type of work you performed with the employer you worked for the longest in the past 18 months.  
Once you choose the type of work select Save.

\*Indicates required field

\*Work Type:

**Search Results**

Select	Work Type	Description
<input checked="" type="radio"/>	MEDIA CENTER TECHNICIAN	TECHNICAL ASSISTANTS, LIBRARY

ONCE YOU HAVE  
COMPLETED THE  
EMPLOYMENT  
HISTORY  
SECTION, CLICK  
NEXT AND  
**COMPLETE THE  
ONLINE  
APPLICATION.**

### Employment History

1. From 07/01/2018 to 09/30/2019, did you work for any other employers not listed above? ☐ Yes ☐ No

2. From 07/01/2018 to today, which employer did you work for the longest? [?](#)

2a. How long did you work for that employer? [?](#)

Years:   
Months:

2b. Select the industry that best describes this employer. [?](#)

2c. What type of business did that employer operate? (For example: retail furniture sales, legal services, software manufacturing, road construction, etc.) [?](#)  [Add Business Type](#)

2d. What kind of work did you do for that employer? [?](#)  [Add Work Type](#)

[Previous](#) [Save as Draft](#) [Cancel](#) [Next](#)

\*Please be sure ALL required fields are filled out.

FOR ADDITIONAL QUESTIONS REGARDING  
UNEMPLOYMENT INSURANCE CLAIMS,  
PLEASE CONTACT EDD OR  
LOCAL 728.