STUDENT/ALUMNI GUIDE

LU CAREER CONNECT

STUDENT/ALUMNI GUIDE LIUCAREER CONNECT

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Welcome to LIU Career Connect <u>career.liu.edu</u>

Choose Student/Alumni to login to LIU Career Connect



Student/Alumni Sign In



Alumni logging into LIU Career Connect for the first time, please register for a new account.

Current students are already registered for LIU Career Connect. Please enter your MyLIU username and password.

Can't Access Your Account? Recover Your MyLIU Password

Username (your email address)

Password

Go 🕨

Reset

Sign In

Learn More About LIU Career Connect on Career Services Manager (CSM)

Built from the ground up by career services professionals, CSM enhances how information is shared and processed both within universities and between students and employers. Learn more about CSM's unique features below!

Alumni Registration

Alumni Registration 🕨



Resume Builder and Letter Writing Tools

Create great resumes and cover letters that employers will notice! The Enhanced



LIU Career Connect Sign in

Current LIU Student:

Your user name is your my.liu.edu email address.

Your password is the same as your MyLIU password.

Alumni:

If you are an alumni looking for the system you must register for LIU Career Connect using your alumni.liu.edu email address.

NACE**Z**link CAREER SERVICES MANAGEMENT SYSTEM software by symplicity Profile Resources Jobs Employers Interviews Events Calendar Home Documents 💄 My Account ③ 🚔 🚷 search 😮 Log Out Welcome, Test Alumni. Show Me 👻 题 Test Alumni GETTING STARTED NEWS FEED Alumnus, Graduating May 2013 Account Created There are currently no announcements or notifications Psychology B.A. Personal Profile to display. ali.dibona@liu.edu Academic Profile Upload your resume now Privacy Settings O Resume PROFILE COMPLETION 75% **JOBS & INTERNSHIPS** You should complete your profile A Search Jobs (all jobs) A Jobs I Qualify For 🕐 Exp. Learning Mock Interviews INTERVIEWS Your feedback is welcome. Campus Interviews I Qualify For Scheduled Campus Interviews RESOURCES Areer Finder Document Library Career Explorer QUICKLINKS 🛋 Racuma Ruildar

LIU Career Connect Homepage

LIU Career Connect allows students to have access to their account, job postings, view a calendar of events, building and uploading a resume, read announcements, RSVP for events, set up a mock interview and so much more.

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Students must update their Personal and Academic information to ensure everything is correct.



CAREER SERVICES MANAGEMENT SYSTEM

Home	Profile	Documents	Resources	Jobs	Employers	Interviews	Events	Calendar		
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LIU Career Connect Job Search

As an LIU Career Connect user you may click the Jobs main menu to view the list of part-time and full-time jobs, internships, on campus employment positions and volunteer opportunities.

CAREER SERVICES MANAGEMENT SYSTEM

CAREER

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 Image: LIU Promise Office Assistant Apply Assist the LIU Promise office with daily tasks that include: Front desk greeting (students, staff, faculty, families, visitors, etc.) Answering phones Filing Running errands Creating and posting flyers Engaging with new students, families, and staff more 									on Deadline: Decemb R <u>LIU Promise</u> Brookville, New	er 31, 2015 York	Posted: July 29, POSITION TYPE ID	2015 LIU Budget, LIU Work Study 12	
 2. Benefits, Compensation & HRIS Manager Apply Responsibilities: Primary contact for all health and welfare plan administration/guidance. Subject matter expert regarding the Affordable Care Act (ACA) provisions. Manage the Oracle application and provide guidance to all branch Human Resources Coordinators more 							welfare plan ding the Dracle Resources	Application	on Deadline: Septemb R <u>YMCA of Greate</u> New York, New	ber 28, 2015 : <u>r New York</u> York	Posted: July 28 POSITION TYPE ID	, 2015 Full Time Experienced 11	
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Searching for Jobs

The job title, employer, location, position type, and deadline all display on the main list.

Suggestion: Sort jobs by date posted to see the most recent postings. Students have the ability to choose the sorting option by clicking the Sort By drop down. Jobs may be sorted by: Position Type Job Title Employer Date Posted Deadline

By default only 20 job posting will display on each page, but students have the ability to change this number by clicking the Show dropdown to view in increments of 10,20,50,100, or 250.

NACE⊒link CAREER CAREER SERVICES MANAGEMENT SYSTEM software by symplicity Jobs Calendar Home Profile Documents Resources Employers Interviews Events 💄 My Account 🧿 🕟 🚼 🙁 Log Out Home > Jobs search Job Postings NACEZlink ■ software by symplicity[™] Jobs **My Favorites** Applications Full Time Entry Level All Position Types Internship Part Time Find jobs by description, location and more Search Advanced Search 🝷 Saved Searches -<u>Clear all</u> (0 items selected) Ξ View Printable Job List Save As Excel SORT BY: Date Posted - SHOW 20 - per page 🕆 LIU Promise Office Assistant Application Deadline: December 31, 2015 Posted: July 29, 2015 Apply POSITION TYPE LIU Budget, LIU EMPLOYER LIU Promise Work Study Assist the LIU Promise office with daily tasks that include: Front desk greeting (students, staff, faculty, families, visitors, etc.) Brookville, New York 12 LOCATION ID Answering phones Filing Running errands Creating and posting flyers Engaging with new students, families, and staff ... more 2. 🔲 🚖 Benefits, Compensation & HRIS Manager 숴 Application Deadline: September 28, 2015 Posted: July 28, 2015 Apply EMPLOYER YMCA of Greater New York POSITION TYPE Full Time Responsibilities: 🖾 Primary contact for all health and welfare plan Experienced administration/guidance. Subject matter expert regarding the LOCATION New York, New York ID 11 Affordable Care Act (ACA) provisions. 🖾 Manage the Oracle application and provide guidance to all branch Human Resources Coordinators ... more 3. 🔲 😭 Marketing & Advertising Manager Application Deadline: September 28, 2015 Posted: July 28, 2015 硵 Apply EMPLOYER YMCA of Greater New York POSITION TYPE Full Time Responsibilities: Develop and implement effective city-wide Experienced marketing efforts to support membership and program growth, New York, New York 10 LOCATION ID

Job Search Features

Clicking on the binocular icon will populate a quick view of the position.

Clicking the star icon will mark the job as favorite. This is a good way to remember jobs of interest but not yet ready to apply.

Jobs under the My Favorites tab will only be available during the application period.

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Job Search Features

The keyword search will find jobs using elastic searching, suggesting matches to make the content easily searchable. The keyword searches the following areas: Employer Name: Jobs at (employer name) Location: Jobs near (location)

Job title Job description Job type Majors Class level Degree level

Click the Advanced Search link on the top right to enter job criteria. There is a link for More Filters at the bottom of the criteria search box to view more search fields.

To save a search, click the Saved Searches link on the top right and give the search a title, how often to schedule search agents if so, and if the list should only contain new results.



State/Province
New York
Country
United States

POSITION TYPE LIU Budget, LIU Work Study

DESIRED CLASS LEVEL(S) Freshman, Sophomore, Junior, Senior, Graduate Student

Applying for Jobs

Students have the ability to apply to a position through LIU Career Connect. Students will need to upload a resume and cover letter to the Documents Library to send to an employer via LIU Career Connect.

Some postings will not enable this feature and will leave a detailed description on how to apply for the position instead of seeing the Apply button.

Files from the Document Library (such as resume, cover letter, writing sample, etc.) may appear within the job positions in the Related Resources section.



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Resources

Students have access to Document Library (LIU Resources), Career Explorer, Career Finder, Resume Builder, Mock Interviews and Career Advice.

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			31						

Calendar

Use the calendar to view upcoming events, workshops, and career fairs at LIU.