

Welcome to Ram Career Network, West Chester's new online job, internship, and web-based recruiting system (powered by Symplicity Corporation and NACELink). This service is brought to you by the Twardowski Career Development Center in 225 Lawrence Center.

To access Ram Career Network, go to: <u>https://wcu-csm.symplicity.com/students/</u>

LOGIN INFORMATION: You may access the system with your WCU username and password After logging in, please be sure to <u>update your profile</u>. If you are having trouble logging onto the site, please email recruit@wcupa.edu for assistance.

For On-Campus Interviews: Visuals can be viewed on the pages below.

- ✓ Choose the On-Campus Recruiting (OCR) tab; click within the Search box at top right; choose the "All On-Campus Interviews" radial dial and hit "Search" just below.
- ✓ To view job descriptions click job title or hover over the binoculars for a quick view including Timeline. Note: All application deadlines are visible under "Schedule Details" within the job description.
- ✓ After careful review select "Apply".
- ✓ Choose an uploaded resume or add a new one; select additional documents if required; click "Submit"
- ✓ All of your On-Campus Interview activities will then be visible as "Requested On-Campus Interviews" on your Home Page. Click to review job descriptions, employer selection dates and if selected interview schedules.

REMINDER: You must have an approved resume to apply for any position on Ram Career Network including On-Campus Interviews. Resume approval timeline is (2) business days from the upload date. If a submission deadline is approaching please contact our office:

- ✓ Phone our office Monday through Friday between 8 am and 4:30 pm (610) 436 2501
- ✓ Stop by during drop-in hours Monday through Friday 1 pm to 3 pm

To Search all Ram Career Network Positions:

- ✓ Choose Jobs and Internships tab; select Ram Career Network Jobs
- ✓ You can filter using the Advanced search box: under Show Me
 - All Jobs & On-Campus Interviews to view all opportunities posted
 - All Jobs will ONLY include job postings (not on-campus interviews).





Once in OCR Tab – select Search bar at top right; choose All On-Campus Interviews; Search

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NACEZIINK Network is a collaboration between NACE, Symplicity, DirectEmployers and your college/university CAREER SERVICES MANAGER NACEINK Privacy Policy NACELINK User Agreemen												sity. I <u>ent</u>

To explore on-campus jobs: hover on binoculars for Quick View/snapshot; click job title to view full description and apply.

