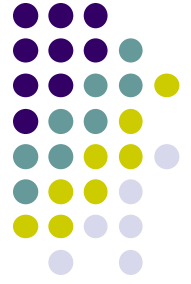


Navigating the KCC Jobs Board (Career Wave)



Center for Career Development & Experiential Learning

C-102

(718) 368-5115



Sign in

Sign In

Please enter your username and password.

Username
(your email address)

Password

Sign In ▶

Reset

[Forgot Password](#)

Register

Register for a new account.

Register ▶



NACElink NETWORK software by symplicity™

Learn More About Career Services Manager

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

- Career Events and Job Fairs**
- Employer Information Sessions
- Appointment Booking
- Resource Library
- Co-Op and Experiential Learning
- Jobs and Internships

Career Events and Job Fairs

Meet face to face with key recruiting contacts. Login to view upcoming career events and fairs, and instantly RSVP.

Maximize your event attendance by researching participating employers in advance. Access online employer profiles to view available positions, majors recruited, key stats, and more. Submit your resume to attending employers with a click.



Navigate your way to event success with an employer directory in hand!

Register

Sign in | [Forgot my password](#) | **Register**

Student/Alumni Registration



Your EMPL ID #

* indicates a required field

Student ID*:

Full Name*:
Enter your full name (first mi last).

First:

Middle:

Last:

Email*:

Phone*:

School Address:

Address

Please provide as much information as possible

Street Address

Enter the Street Address, using multiple lines if necessary

City

Enter the City.

Email Notifications/Resume Books



- Be sure to check yes to “Receive email notifications” and “Include in Resume Books”
- Email Notifications update you on career events, new jobs and internships, and important career information
- Resume books allows employers to view your resume for potential job opportunities

Register

Sign in

Forgot my password

Register

Your registration has been received. An email will shortly be sent to your email to verify validity of your email address.

Your email address **MUST** be verified in order for you to utilize Symplicity!

- Log in to your email and look for a message from the Career Center
- As directed in the email, click on the link to verify your email address
- Once approved, you will receive an email with a link to create your password; click on the link **only once** or the system will lock you out.

Welcome, Marisa Joseph.

SHOW ME

- Announcements
- Notifications



Subscribe to our RSS Feed



Your feedback is welcome.



Alumni Career Panel

Learn about the career paths of KBCC alumni. This is an excellent opportunity to network with former Kingsborough students who have been successful in their field.

Students must sign up in Room C-102!

[Continue Reading...](#)



Internship with Council Member Ruben Wills Responsibilities:

- Attend to callers in a timely fashion
- Take messages for staff members according to office guidelines
- Constituent intake, dealing with constituents in a professional manner, obtaining specific detailed information on any problem they may be having.
- Deal one-on-one with visitors to our office both professionally and compassionately.
- Complete office-related tasks independently such as filing folders
- Compile spreadsheets as well as written correspondence.
- Work in a team-oriented environment with staff members as well as other offices and government



GETTING STARTED

- Account Created
- Privacy Settings
- Personal Profile
- Academic Profile
- Resume

FIND A JOB

Jobs I Qualify For

ATTEND EVENTS

Demo Fair Participants

MORE

Activity Summary

To Post A Resume

[Help](#)[Log Out](#)

resumes



To view PDF files, you may need [Adobe Acrobat Reader](#).

[Submit ▶](#)[✕ Cancel](#)

Student Document

* indicates a required field

Label*:

Document Type:

Resume Cover Letter Unofficial Transcript Writing Sample Other Documents

Maximum file size: 200kb

File*

Please select your document to upload.

[Browse...](#)[Submit ▶](#)[✕ Cancel](#)

To Search for Jobs

home > Jobs

job postings

Jobs Favorites Advanced Search Search Agents Applications

Show Me: Keywords:

(searches job title, ID, description, and employer name: min. 3 characters)
See Advanced Search for more search options.

Position Type: Jobs located within: miles of zip code:

U.S. jobs only (maximum 150 miles).

More Options Search Clear **109 results** Items 1-20 of 109 (Results as of: Wednesday, March 16, 2011 | 10:54 am)

View Printable Job List (0 items selected) SORT BY: SHOW per page Page

[★ Assistant School Lunch Manager](#)



An Associates in Food Service Management, Administration, Nutrition or related field Possession of High School or equivalency diploma and two years of work experience as outlined [More](#)

Application Deadline: Mar 23, 2011 Posted: Mar 14, 2011

EMPLOYER [Orange County Department of Personnel](#) POSITION TYPE Full Time

LOCATION Goshen, New York ID 114

[★ Billing Control Clerk](#)



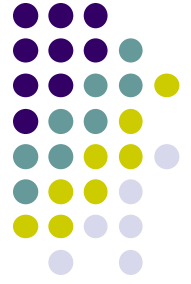
High School or equivalency diploma and 1 year of clerical or general office experience which shall have involved updating and maintaining computer files [More](#)

Application Deadline: Mar 23, 2011 Posted: Mar 14, 2011

EMPLOYER [Orange County Department of Personnel](#) POSITION TYPE Full Time

LOCATION Goshen, New York ID 112

For Further Assistance



- Stop by C-102 to make an appointment with a Career Advisor once you have a draft of your resume and/or cover letter, or for interview preparation.

BestWishes!