Welcome to the JobZone, hosted by the Nebraska College Recruiting Consortium (NCRC). Registration with the JobZone permits you to participate in all services offered by your career services office, including access to job and internship postings, participation in on-campus interviews, and having your resume referred out to employers. Your career services office and the NCRC Coordinator will also have access to your registration information and will use it to e-mail you about upcoming events and prospective jobs, and download your resume and send it out to interested employers (resume referral).

Benefits of registering with the JobZone:

- **Access to a job board shared by eight schools.** Full-time, part-time, and seasonal jobs; internships; and volunteer opportunities are posted on this site, which is updated daily with new postings.

- **On-campus interviewing.** Many employers wish to visit college campuses to interview students and alumni for full-time and/or internship opportunities. Through the JobZone, you can submit your resume to an employer online, and if selected to interview, sign up for an interview time online. Interviews typically occur at locations in Lincoln or Omaha.

- **Resume referral/resume books.** Some employers ask us to provide them with resumes of students/alumni who are currently job searching. If your resume is posted in the JobZone, we can send your resume to an employer who may be a potential match for you, based on information you provide in your profile. You can also choose to have your resume displayed in an online resume book which employers can access.

**Registration Instructions**

1. Go to: ncrc-csm.symplicity.com/students and click on “Register” to register for a new account.
2. Fill out the registration form. You will then receive an e-mail asking you to verify your e-mail address. You must verify your e-mail address for security purposes.
3. Upon verification, your registration will be approved by an NCRC staff member within two business days. You will then receive a confirmation e-mail containing a password. Log in again using your e-mail address and the assigned password. Click on “Profile”, then “Password/Preferences” and you may change the password to one of your choosing.

If you are a first-year/sophomore, or are not currently searching for a full-time job or internship, you can stop here on the registration.

If you are a junior/senior/alumnus, and are actively searching for a job/internship, it is very important that you fill out the “Academic” tab in your profile. This profile is used to match you with potential employers for resume referral. It also provides screening criteria for employers with whom you might be interested in submitting your resume, either for job postings or on-campus interviews. Example: If an employer requires a GPA of 3.0, but you do not have the GPA field filled in, you will not be able to apply.

*See the “Now What?” page for more information and tips on using the JobZone to its fullest!*