**CareerLink**

CareerLink is an online system, which all students and alumni can access 24 hours a day, seven days a week through St. John's Central.

Users can access and have the ability to:
- Complete an online profile
- Upload and manage resumes, cover letters, and writing samples via the “Documents” feature
- Apply to internships
- Apply to full-time and part-time off-campus jobs
- Review profiles of all employers utilizing CareerLink
- View University Career Services Events
- Access the On Campus Recruiting Program

To access CareerLink, visit St. John's Central - click on the “Careers/Internships” tab across the top of your screen.

Below is a screenshot of the Careers/Internships tab on St. John’s Central.

- Once you gain access to CareerLink, you can begin to search for internship and job opportunities by clicking the “jobs and internships” tab and scrolling down to “St. John’s Jobs & Internships”
- From there you can use the search function to find jobs pertaining to your career ambitions using keywords such as Finance or Journalism
- Nacelink Network as well as Internships.com are two resources that are also effective tools when searching for internships and jobs.

Visit us at Chiang Ching Kuo Hall (CCK) or contact us at (718) 990-6375, careers@stjohns.edu.
Going Global

Going Global is the leading provider of career and employment resources for evaluating, selecting and transitioning into a successful career in a foreign country. Boasting more than one million individual users, “Going Global” is used around the world by university career centers, educational and institutional organizations, libraries, corporate HR departments, and government agencies.

Going Global’s 80,000 page database contains Country Career Guides, USA and Canadian City Career Guides, corporate profiles, worldwide job and internship openings and a proprietary collection of H1B visa employer listings.

Going Global also provides more than 16 million worldwide job and internship listings. Opportunities are posted for major multinational companies and are updated daily.

Below is a screenshot showing where to access “Going Global” on St. John’s Central.

- If you are new to “Going Global” you must register by clicking on “Create a Personal Account” in the top right corner of the page.
Career Insider (Vault)

Career Insider is a digital resource for universities and institutions that aim to provide you with comprehensive career information and management tools.

Career Insider provides information to help:

- Build the Foundation for a Career Search
- Provide Insider Intelligence on leading companies
- Uncover New Job and Internship Opportunities
- Participate in Community Dialogue

With over 90 titles covering a multitude of workplace topics, thousands of company and university profiles, data on occupations and industries, up-to-the-minute message boards, job-related video feeds, blogs and robust research tools, Career Insider is a vital tool for schools, libraries and associations that want to serve their patrons with actionable and relevant career resources.

The screenshot provided below indicates where to find Career Insider via St. John’s Central

- Career Insider cannot be found on the vault.com public site. Career Insider is a resource comprised only of subscription content configured specifically for you. To utilize Career Insider you must access it via St. John’s Central.

If you are new to Career Insider you must create an account as shown below.

Visit us at Chiang Ching Kuo Hall (CCK) or contact us at (718) 990-6375, careers@stjohns.edu.
**Exploring Majors**

Whether you are exploring multiple majors or searching for information about your chosen field, this site will help you connect majors to careers. Learn about the typical career areas and the types of employers that hire people with each major, as well as strategies to make you a more marketable candidate.

You can access “Exploring Majors” through St. John’s Central located below “Going Global” as shown.

- You will then be directed to the “Exploring Majors” homepage, from here you will click on view all majors to explore the opportunities.

- Use the “View All Majors” tab to see a list of the 80 majors outlined on the site. Click on any major title to access information and links. The information outlines common career areas students enter with this major, typical employers that hire students in this field and strategies designed to maximize career opportunities. Note that the areas and websites are representative of typical career paths associated with each major and are not an exhaustive list.