

Post internships, part-time and full-time jobs for FREE

### STEP 1: website

<http://www.wartburg.edu/knightlink>



### STEP 2: login

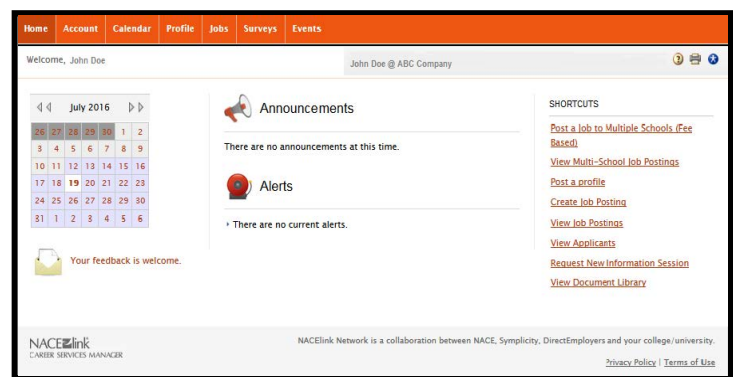
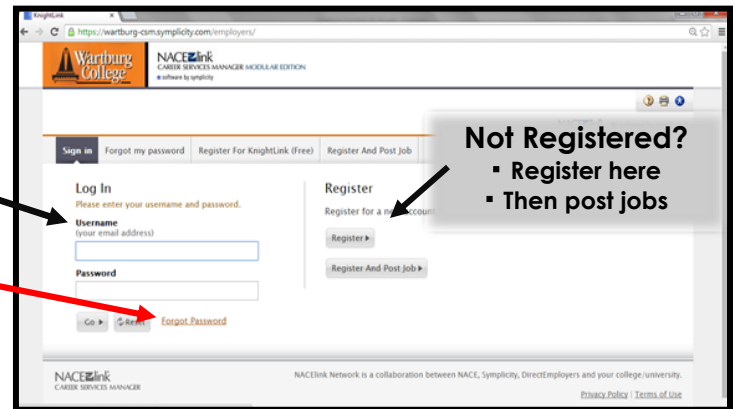
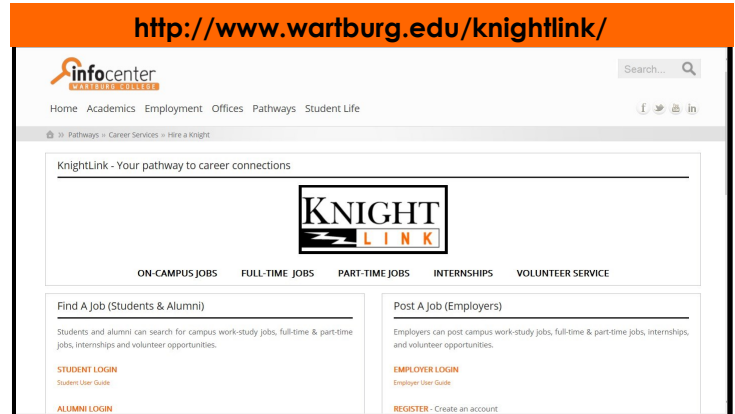
Registered User:

- Username: (your complete e-mail address)
- Password:
- **Forgot Password**



### STEP 3: manage account

- Update account
- Event registration
- Post jobs/internships



### Employer Resources:

- **Career Fairs** - Register for our career fairs (No cost to employers)
- **Mock Interview Days** - Help students master the art of interviewing
- **Information Table** - Call (319) 352-8330 to schedule your information table or visit to campus

## PROFILE

Provide information about:

- Company overview
- Organization culture
- Products & services
- Website information
- Recruiting literature
- Twitter & Facebook links

## JOBS

- Post FT/PT & internship positions
- Post volunteer opportunities
- Review applicants' resumes
- Review archived postings

## ACCOUNT

- Complete/edit your contact information
- Change and update your password

## EVENTS

- Opportunities to schedule information tables for:
- Employers
  - Organizations
  - Graduate Schools
  - Professional Schools
  - Volunteer Orgs.
  - Summer Camps...

## SHORTCUTS

- Post jobs/internships/volunteer positions for Wartburg students (free service)
- Post jobs/internships to multi-school listings (fee based service)
- Plus much more...

## Questions...Contact The Following Offices

### Internships:

Center for Community Engagement  
Phone: (319) 352-8444

Jo Dorrance, Internship Coordinator, Center for Community Engagement

Student Center

[www.wartburg.edu/cce](http://www.wartburg.edu/cce)

E-mail: [jo.dorrance@wartburg.edu](mailto:jo.dorrance@wartburg.edu)

### Part-Time & Full-Time Jobs:

Career Services—Pathways Center  
Phone: (319) 352-8425

Derek Solheim, Pathways Center Director

Vogel Library (3rd)

[www.wartburg.edu/careers](http://www.wartburg.edu/careers)

E-mail: [derek.solheim@wartburg.edu](mailto:derek.solheim@wartburg.edu)

### Volunteer Services:

Center for Community Engagement  
Phone: (319) 352-8709

Kristin Teig Torres, Center for Community Engagement Assistant Director

Student Center

[www.wartburg.edu/cce](http://www.wartburg.edu/cce)

E-mail: [kristin.teigtorres@wartburg.edu](mailto:kristin.teigtorres@wartburg.edu)