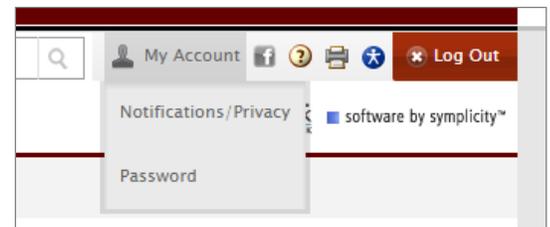# Student Guide to Saluki Recruiting

Saluki Recruiting is the campus-wide database for part-time jobs, internships, and entry-level positions for SIU students!

Logging in: Logging in is easy. Simply visit **https://siu-csm.symplicity.com/students.** Your username should be your SIU email address and the default password is '**siuc'** (all lower case).
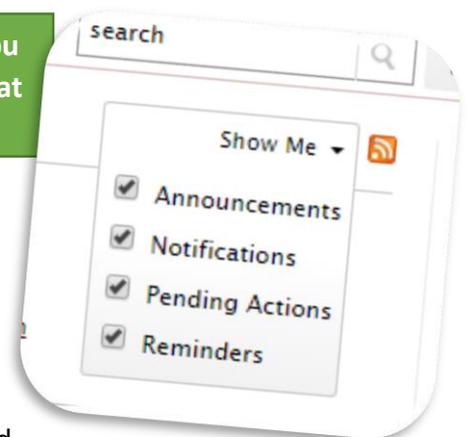

Password: After you log in, we recommend that you change your password by rolling over '**My Account**' and selecting '**Password**'.

Personal Profile: After changing your password, take a few minutes and update your personal profile. This will help employers find you based on your major, interests, and other parameters. Once you complete the required sections of the Personal and Academic Profiles, you will be allowed to access the rest of the system.

Quick Tip! On the homepage you can select the type of events that are of interest to you!

Resumes: Upload your resume and other career documents (such as references, transcripts, and cover letters) by going to the 'Documents' section at the top of the page. You'll have the opportunity to publish these (if you wish) to various resume books that employers look at on a regular basis. (Note: All resumes uploaded to the system will need to be reviewed and approved by University Career Services before they can be used for resume books, applications, etc. The review process typically takes no longer than 24 hours. Plan accordingly.)

Jobs: The Jobs section will give you the opportunity to look at all the positions that are currently active in the system, and to check out postings across the country in the 'NACELink Network' section. You can apply for these positions right in the system!

You can customize your search to match your interests!

Save your searches and get new results emailed to you on a regular basis!

Employers: Check out all the employers who have expressed interest in hiring Salukis! You can go in and look at employers in various industries, locations, and more as you research various companies and employers.

Resources: Not sure what you should be looking for right now? Want to take a look at a few cover letter samples? The 'Resources' section can help with all this and more – it's like having our staff on-call 24/7!

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