



CSM

Employer Homepage and Company Profile

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Career Outcomes

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Welcome to CSM at FSCJ

Ready to recruit? Get started by exploring ways to engage our incredible students.

Post a Job
Recruit for your job, internship, or other work opportunities.

Applications (non-OCR)
Review applications to your job postings.

Recruit Smart
Save time recruiting from multiple schools with Symplicity...

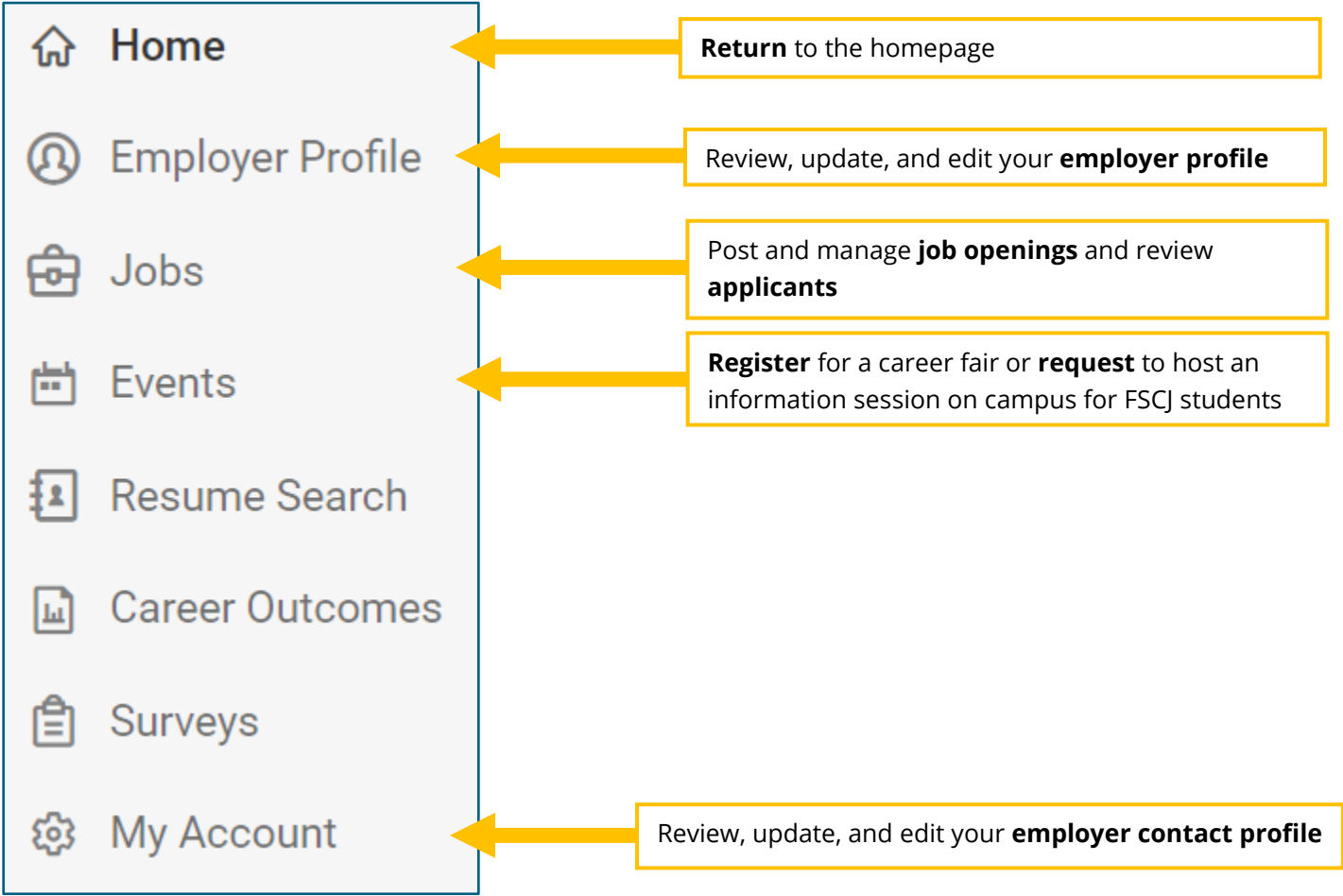
Career Fairs
Network with students and collect resumes at a Career Fair.

Information Sessions
Engage with students and increase your brand recognition.

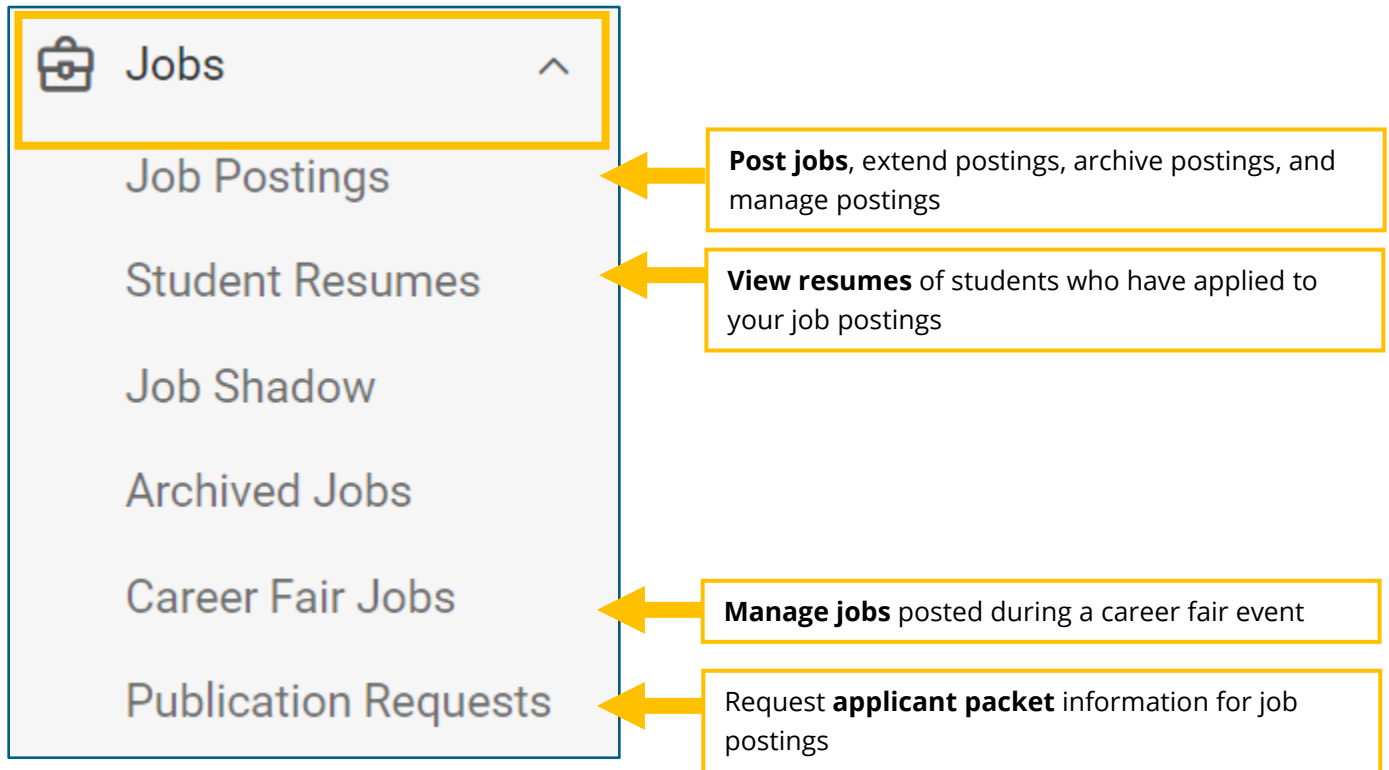
With CSM, employers can:

- post job openings
- recruit FSCJ students and recent alumni
- request to host student information sessions
- register to participate in career fairs

Main Menu **Navigation**



Job Menu **Navigation**



How to **Set Up the Employer Profile**


- You must enter the **overview**, select the **industry**, **type of organization**, and **number of employees**.

Basics

Name
Please contact our office to request changes to the name of your organization.
Sample, Inc.

Overview *
Describe your organization, including your purpose, values and culture.

This is a test company for the purposes of training.






Industry *
Select the industries your organization belongs to.

For-Profit
Non-Profit/Not-for-Profit
Government/Public Sector
Accounting Services
Advertising, Marketing, and Public Relations
Advocacy/Policy/Politics
Aerospace/Aviation
Agriculture/Fishery/Forestry/Horticulture

Type of Organization *
Private company

Number of Employees *
1-10 employees



How to **Add a Logo and Header**

- You may add an employer logo.
- You may add an employer header.

Brand and Culture

Company Logo

Your logo will display on your employer profile, job posting, and some events.

Choose File To Upload No file chosen

Clear

Header Image

Add an image to the header of the employer profile. The image must be 945-1024 pixels in width and 125-240 pixels in height.

Choose Image

How to **Add Videos**

- You may add YouTube videos promoting your organization to your profile.

Videos

Add up to 5 videos that your organization has shared on YouTube.

Video

YouTube Share Link

Enter the share link for your YouTube videos here. The share or embed link must be used for the YouTube video to display properly.

Delete

Add Additional Video

How to **Websites and Social Media**

- You must add your employer website.
- You may also add social media accounts.

Website and Social Media

Website *
Please enter your organization's web site address.

LinkedIn URL

Twitter URL

Facebook URL



How to **Set Your Location**

- You must enter your physical location.

Location

Address
Please enter your organization's address

Please enter Street, Zip.

Country

United States

Street

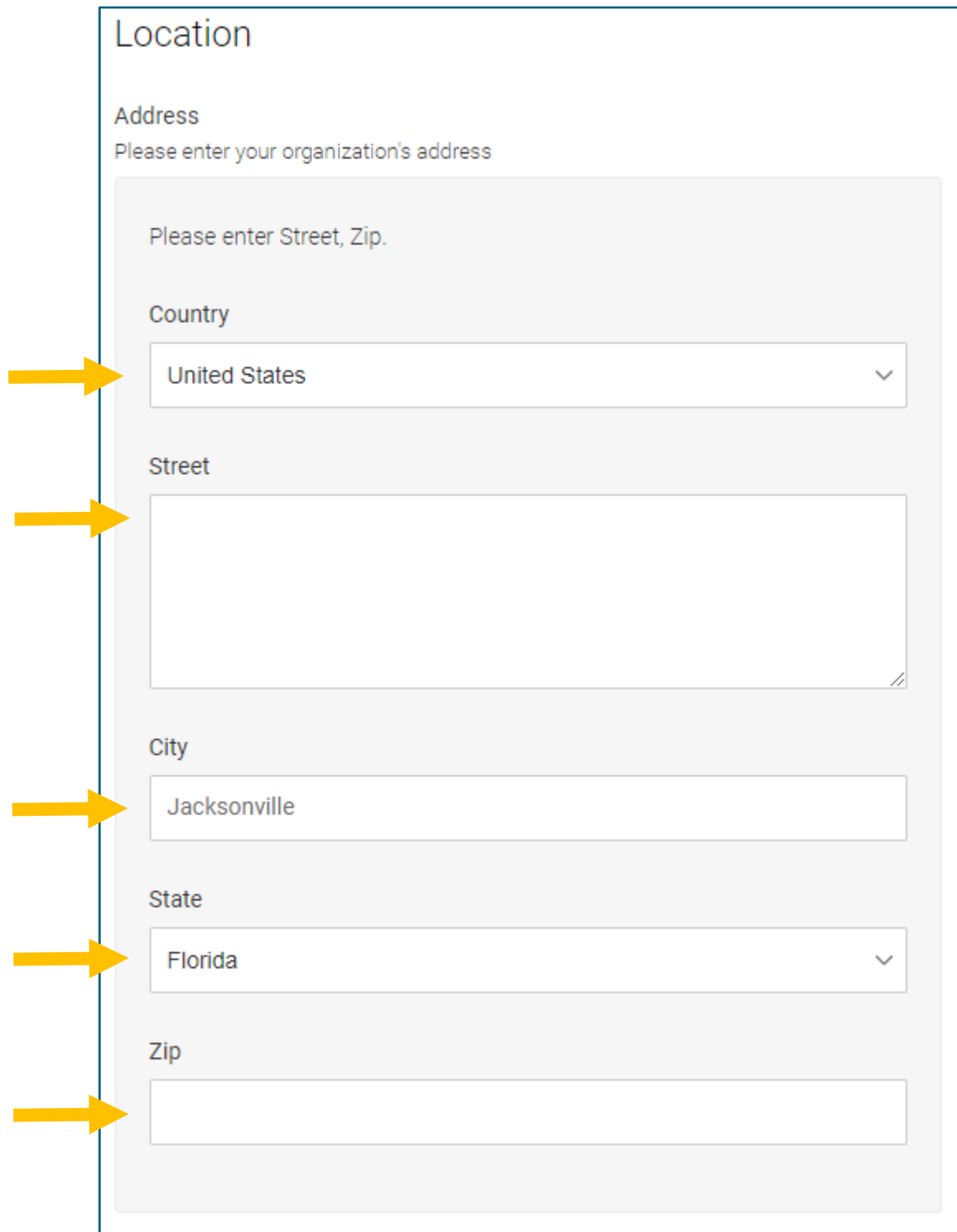
City

Jacksonville

State

Florida

Zip

A screenshot of a 'Location' form. The form is titled 'Location' and has a sub-section 'Address' with the instruction 'Please enter your organization's address'. Below this is a light gray box containing the text 'Please enter Street, Zip.' and five input fields: 'Country' (a dropdown menu showing 'United States'), 'Street' (a large text area), 'City' (a text box showing 'Jacksonville'), 'State' (a dropdown menu showing 'Florida'), and 'Zip' (a text box). Five yellow arrows point from the left side of the image to each of these five input fields.

How to **Set Up** a Viewable Contact

- Click on **“Add New”** to set up a company contact. This contact will be viewable by students.

