



Wartburg College Employer User Guide

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

Welcome to **KnightLink**, your complete source for recruiting Wartburg College students and alumni. The following information is a guide to assist you in registering and navigating the site. Contact Career Services at (319) 352-8615 or Derek.Solheim@wartburg.edu for further assistance.

Accessing the Site:

Go to <http://www.wartburg.edu/careers/>

Click on "Campus Recruitment Services Information" on the right sidebar

First-time users need to register by clicking on "Register for KnightLink" and completing the required fields.

PROFILE

- Create company overview
- Add company website
- Provide information about:
 - Company culture
 - Products & services
 - Website information
 - Recruiting literature

JOBS

- Post FT/PT & Internship Positions
- Review Applicants' Resumes
- Post Full/PT & Internships to Multiple Schools (fee)
- Review Archived Postings

RESUME BOOKS

Contact Career Services to request resumes for your individual hiring needs.

EVENTS

- Opportunities to Schedule:
- Information sessions to highlight your company
 - Information tables in the Student Center
 - Graduate school information tables in the Student Center

QUICK LINKS

- Post jobs/internships to Wartburg students (free)
- Post jobs/internships to multi-school listings (fee)
- Schedule information sessions at Wartburg
- Plus much more...

ACCOUNT

- Complete/edit your company contacts
- Change Your password

ON-CAMPUS RECRUITING

Complete the form to schedule your next on-campus recruiting visit.

