

Go to the [SWU Career Link](#) Login Page

Thank you for connecting with **Career Services at Southern Wesleyan University!**

We are very excited to announce that we have recently begun using a new platform (Purple Briefcase) as our main means of sharing job and internship opportunities with our students and alumni, and we are pleased to invite you to join as well!

SWU Career Link

Connect Engage Recruit!

SOUTHERN WESLEYAN UNIVERSITY

Connect Engage Recruit!

NEW USER?
NEW USER
NEW EMPLOYER
NEW UNIVERSITY

RETURNING USER?
EMAIL
PASSWORD
REMEMBER ME SUBMIT
FORGOT YOUR PASSWORD?

If this is your first visit, click on **NEW USER**

If you are a Returning User, fill in your username (email) and password and click **SUBMIT**

SWU Career Link

Students/Alumni Employers Colleges

CREATE or FIND YOUR ACCOUNT

location of your college* South Carolina
college* Southern Wesleyan University

YOUR INFORMATION

I am a/an Student (current)
first name*
last name*
school email* yourEmail@yourSchool.edu
FIND ME

Select South Carolina and Southern Wesleyan University in the dropdown boxes

CURRENT STUDENTS: Complete the fields in the "Your Information" section (make sure to use your school email address for the "school email" field which should end in @mail.swu.edu)

SWU Career Link

Students/Alumni Employers Colleges

CREATE or FIND YOUR ACCOUNT

location of your college*

college*

YOUR INFORMATION

I am a/an

first name*

last name*

school email*

TRY TO FIND ME AGAIN

Our records show that we cannot find an account associated with the entered email address. Please try again.

- O R -

CREATE PENDING ACCOUNT

create a New PENDING account

New accounts will be in a pending status until an admin from your University or College reviews this account and grants you access to the system.

ATTENTION ALUMNI:

If you are an Alumnus and no longer have an active **@mail.swu.edu** address, then please put down your current address and select to “Create Pending Account” with your updated information



Students/Alumni Employers Colleges

CREATE or FIND YOUR ACCOUNT

location of your college*
 college*

YOUR INFORMATION

I am a/an
 first name*
 last name*
 school email*
 verify school email*
 student ID*
 password*
 verify password*
 I graduated in
 My major was

I have read and accept the terms outlined in the [terms of service](#) and [privacy policy](#)

Are you a robot? Type the text
[Privacy & Terms](#)

SUBMIT

ATTENTION ALUMNI:

You will create a "pending" account to be approved by the Career Services office by entering in your current email address and creating a password. Click **Submit.**



WE CAN'T GIVE YOU ACCESS TO YOUR ACCOUNT RIGHT NOW BECAUSE YOUR ACCOUNT IS NOT ACTIVE

There are a number of different reasons why this might have happened, but don't worry, we have a solution for every scenario!

PENDING ACCOUNT

DE-ACTIVATED ACCOUNT

ERROR



If you landed on this page immediately after creating your user account for the first time, this is because your account is in pending status. All this means is that your account needs to be approved by an administrator from your school before you'll be able to access the opportunities that have been shared with your school.
 An Admin was notified of your account creation, and you'll receive an email as soon as your account activation request has been reviewed.

If you had a working user account, but decided to delete it, only to try and sign in again today, you would not be able to access your account, landing you on this page.
 If you had a working employer account, but are no longer able to access it, it might be because an Admin removed your permission to connect with their school.
 To remedy either of these scenarios, please contact your school's career services department directly.

This can happen from time to time, but don't worry, we can fix it! If you were able to access your account recently and are now locked out and seeing this page, an error might have occurred - sorry about that.
 Please contact your school's career services department directly.

ATTENTION ALUMNI:

You will see this dialog box and will not be able to login until your pending account is accepted. You'll receive an email as soon as your account activation request has been reviewed.



Students/Alumni

Employers

Colleges

CREATE or FIND YOUR ACCOUNT

location of your college*
college*

YOUR INFORMATION

I am a/an
first name*
last name*
school email*

We found a record that matches your search!
Please verify that this is you by entering your ID

student ID*

Current Students or Active Alumni:

If you are already uploaded in the system you should see the dialog box that says "We found a record that matches your search".

To confirm who you are please enter in your student ID and click "Submit ID"

YOUR INFORMATION

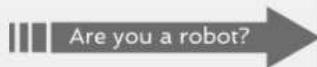
I am a/an
first name*
last name*
school email*
student ID*

It is you!
Please finish filling out the form for immediate access to your account.

password*
verify password*
I graduate in
My major is

Once you are confirmed in the system you can finish filling out a password and click "Submit" to register

I have read and accept the terms outlined in the [terms of service](#) and [privacy policy](#)



Type the text [Privacy & Terms](#)

The screenshot shows a web browser window with the URL `://app.purplebriefcase.com/pb/account/ajaxFindMe/`. A dialog box from `app.purplebriefcase.com` is open, displaying the message: "Welcome to Purple Briefcase please wait while we create your account." with an "OK" button. Below the dialog, the registration form includes fields for "password*", "verify password*", "I graduate in" (set to 2016), and "My major is" (set to Media Communication). There is a checkbox for "I have read and accept the terms outlined in the terms of service and privacy policy". A CAPTCHA challenge is visible with the text "Are you a robot?" and a "SUBMIT" button. A red arrow points from a text box on the right to the dialog box.

You should see this dialog box if your registration was successful

SWU Career Link

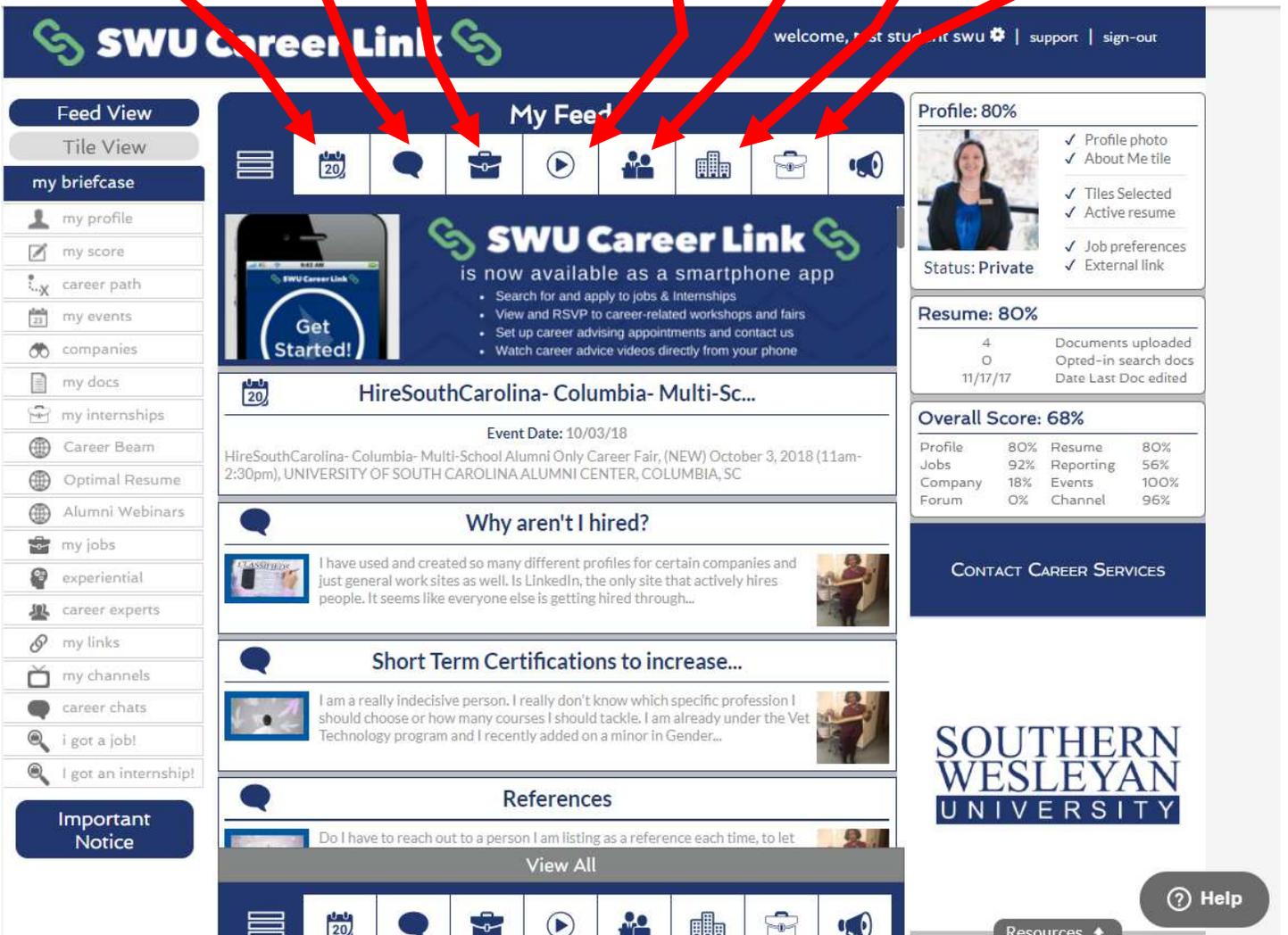


The screenshot shows the login page for Southern Wesleyan University's Career Link. It features the university's logo and the slogan "Connect Engage Recruit!". There are two main sections: "NEW USER?" with buttons for "NEW USER", "NEW EMPLOYER", and "NEW UNIVERSITY"; and "RETURNING USER?" with fields for "EMAIL" and "PASSWORD", a "REMEMBER ME" checkbox, and a "SUBMIT" button. A "FORGOT YOUR PASSWORD?" link is also present. A red arrow points from a text box on the right to the password field.

You may need to go to the SWU Career Link Login Page to use your email address and password to login and click Submit

New features on the student homepage! Check out the NEW LOOK below!

<p>Click</p>  <p>For Events and to RSVP</p>	<p>Click</p>  <p>To join chats about career topics</p>	<p>Click</p>  <p>To see and apply for job openings</p>	<p>Click</p>  <p>To watch videos</p>	<p>Click</p>  <p>To sign up for an On Campus Interview</p>	<p>Click</p>  <p>To see company profiles</p>	<p>Click</p>  <p>To see and apply for internships</p>
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The screenshot shows the SWU Career Link student homepage. At the top, there is a navigation bar with the SWU Career Link logo and user information. Below this is a 'my briefcase' sidebar with various links like 'my profile', 'my score', 'career path', etc. The main content area is titled 'My Feed' and features a navigation bar with icons for: Events, Chats, Jobs, Videos, On-Campus Interviews, Company Profiles, and Internships. These icons correspond to the callout boxes above. The feed contains several posts, including an event announcement for 'HireSouthCarolina- Columbia- Multi-School Alumni Only Career Fair', a post titled 'Why aren't I hired?', and another about 'Short Term Certifications to increase...'. On the right side, there is a user profile summary showing 'Profile: 80%', 'Resume: 80%', and 'Overall Score: 68%' with a breakdown of scores for different areas. At the bottom, there is a 'Resources' section and a 'Help' button.

Search for and apply to On Campus or Work Study Jobs

my briefcase

- my profile
- my score
- career path
- my events
- companies
- my docs
- my internships
- Career Beam
- Optimal Resume
- Alumni Webinars
- my jobs**
- experiential
- career experts
- my links
- my channels
- career chats
- i got a job!
- i got an internship!

Jobs Internships On Campus Interviewing **More Job Boards** My Activity ?

Quick Search Keyword Company, title, location

Suggested Jobs Company Type Company Type

Advanced Search Company Industry Industry

Not finding what you want? Search more jobs. State States

Job Major Majors

College Of College Of

Job Type Job Type

- Full Time
- On Campus
- Part Time
- Volunteer
- Work Study

AmeriCorps Member - Assets Attainment Specialist
United Way of Pickens County Location: Ma Posted: Ma

Career Peer Advisor- Federal Work Study ONLY
SWU Career Services Location: C Posted: Sep

Advanced Search
Make sure to select "Advanced Search" to filter the job listings.

Select "On Campus" and "Work Study" in the "Job Type" dropdown
**Note- for best results, do not filter by industry, major or college*

Job Search
Click on "my jobs" in the left menu to view currently posted jobs, internships, and external job boards.

Click **SEARCH** and then click the job title to see more details

my briefcase

- my profile
- my score
- career path
- my events
- companies
- my docs
- my internships
- Career Beam
- Optimal Resume
- Alumni Webinars
- my jobs**
- experiential
- career experts
- my links
- my channels
- career chats
- i got a job!
- i got an internship!

my jobs > Alumni- Office Assistant- FEDERAL WORK STUDY ONLY

SWU Career Services

Position: Alumni- Office Assistant- FEDERAL WORK STUDY ONLY Posted: 08/06/18
 Type: On Campus, Work Study Expires: 05/05/19
 Salary: 8.00/hr Contact: Ellen Pate
 City(s): Central
 State(s): SC

Employer Profile Company Link Save This Job Report As Your Job **APPLY!**

Description Requirements

DEPARTMENT: Alumni
 JOB TITLE: Office assistant
 SUPERVISOR: Joy Bryant
 Executive Director of Alumni
 The Alumni House
 864-644-5395

CANDIDATE MUST MEET THESE CRITERIA

QUALIFICATIONS:
 Ideal candidates for this job are familiar with Microsoft Word, Excel, and Access and have good keyboarding skills, can take direction and work without excessive supervision

SCHEDULE:
 The schedule for this job consists of business hours (8-4:30), and the Saturday of Homecoming weekend in October.

Click Apply
Review job requirements and click Apply for further instructions

Follow application instructions carefully to apply for an interview

SWU Career Services

Position: Alumni- Office Assistant- FEDERAL WORK STUDY ONLY
Type: On Campus, Work Study
Salary: 8.00/hr
City(s): Central
State(s): SC

Posted: 08/06/18
Expires: 05/05/19
Contact: Ellen Pote

APPLY!

APPLICATION

Please Read Before Beginning Application Process.

To apply, email Ellen Pote at epote@swu.edu with the subject line "Applying for work-study" in the subject line and include the following information in the email body:

- YOUR NAME
- YOUR CAMPUS-WIDE ID
- NAME OF THE JOB TITLE
- NAME OF THE SUPERVISING OFFICE

Ellen Pote will email you back with instructions as soon as you are allowed to sign up for an interview time through the SWU Career Link System. All on-campus work-study interviews will take place the week of August 20, 2018, and you must sign up for a time ahead of time. You can stop by 215 Campus Life Center on August 20, 8:30am-4:30pm, and Ellen Pote will help you sign up for an interview time with the supervising office if you have any problems signing up on your own.

Follow the application instructions carefully to gain access to an interview with the supervising office

You will be notified via email when you are eligible to set up an interview time for an on-campus or work-study position
**please give at least 24 hours to hear a response*

SWU Career Link

welcome, test student swu | support | sign-out

My Feed

MY OCR QUICK STATS

2 My OCR applications | 4 All Published OCR

Alumni-Office Assistant
 SWU Career Services

DEPARTMENT: Alumni JOB TITLE: Office assistant SUPERVISOR: Joy Bryant Executive Director of Alumni The Alumni House 864-644-5385 DUTIES: Duties for this job include word processing, data...

Location: The Alumni House
 Posted: 08/08/18

Academic Computing - Lab Assistant- F...
 SWU Career Services

DEPARTMENT: Academic Computing JOB TITLE: Academic Computing - Lab Assistant SUPERVISOR:Staci Johnson, Assistant Professor of Biology and Lab Coordinator Gibson 156A. sjohnson@swu.edu...

Location: Gibson 156A
 Posted: 08/06/18

ellen.pote@swu.edu
 Status: Private
 Resume: 80%
 Overall Score: 68%

CONTACT CAREER SERVICES

Once you are notified via email that you are eligible to set up an interview time for an on-campus or work-study position, go to "my briefcase" and click the icon with business suits to open the On-Campus Recruiting (OCR) list of interviews. Click "View All" to see the list of possible interviews. Find the name of the office and the job title of interest and click on the title to open the desired interview.

SWU Career Link | welcome, test student swu | support | sign-out

my briefcase | my jobs > Alumni-Office Assistant

SWU Career Services

Position: Alumni-Office Assistant
 Type: On Campus, Work Study
 Salary: 8.00/hr
 Location: The Alumni House

Posted: 08/08/18
 Apply By: 08/17/18
 Interview Date: 08/20/18
 Contact: Ellen N Pate

Employer Profile | Company Link | Report As Your Job | **APPLY!**

APPLICATION

Application Timeline

Accepting Applications Start: [Progress Bar]
 Deadline to Apply: 08/17/18 11:45 PM

Interview Info

If you do not see the icon for "Interview Schedule" then click the button that says "Apply".

Apply

You can select documents previously stored in your 'my docs' library to attach to your application. If you do not have previously stored documents then visit your 'my docs' library to manage/upload new documents before applying.

ADD NEW DOCUMENTS!

Type	Title	Date Created
Resume	Ellen Pate resume 2-22-17	2017-07-11
Resume	Resume Swu Student	2017-11-17

Provide a brief introduction which will be provided to the hiring manager.

I am interested in an interview

APPLY

Write in the text box that you are interested in an interview and click "APPLY". Career Services will be in contact with you if and when you are eligible to set up an interview time.

SWU Career Link | welcome, test student swu | support | sign-out

my briefcase | my jobs > Alumni-Office Assistant

SWU Career Services

Position: Alumni-Office Assistant
 Type: On Campus, Work Study
 Salary: 8.00/hr
 Location: The Alumni House

Posted: 08/08/18
 Apply By: 08/17/18
 Interview Date: 08/20/18
 Contact: Ellen N Pate

Employer Profile | Company Link | Report As Your Job | **APPLIED** | Interview Schedule

Description	Requirements
<p>DEPARTMENT: Alumni JOB TITLE: Office assistant</p> <p>SUPERVISOR: Joy Bryant Executive Director of Alumni The Alumni House 864-644-5385</p> <p>DUTIES: Duties for this job include word processing, data entry, typing, filing, answering phones, bulk mailings, and general office duties.</p>	<p>QUALIFICATIONS: Ideal candidates for this job are familiar with Microsoft Word, Excel, and Access and have good keyboarding skills, can take direction and work without excessive supervision</p> <p>SCHEDULE: The schedule for this job consists of business hours (8-4:30), and the Saturday of Homecoming weekend in October.</p>

If you have already emailed Ellen Pate at epate@swu.edu and been approved to sign up for an interview time, you can click on the icon with the clock to see the "Interview Schedule".

Location: The Alumni House Contact: Ellen N Pate


Employer Profile


Company Link


Report As Your Job


APPLIED


Interview Schedule

INTERVIEW SCHEDULE

Pre-Interview Details

Pre-Interview Meeting:

Reserve Your Interview Slot

Room 1

Ocr Date	Interview Start	Interview End	
08/20/18	09:00 AM	09:30 AM	reserve
08/20/18	09:30 AM	10:00 AM	reserve
08/20/18	10:00 AM	10:30 AM	reserve
08/20/18	10:30 AM	11:00 AM	reserve
08/20/18	11:00 AM	11:30 AM	reserve
08/20/18	11:30 AM	12:00 PM	reserve
08/20/18	01:00 PM	01:30 PM	reserve
08/20/18	01:30 PM	02:00 PM	reserve

Scroll down to find a time that works for your schedule click “Reserve” and click CLOSE to continue from the confirmation page. Hit the refresh button from your browser to see the changes to the interview schedule. You can cancel and reschedule your interview up to 24 hours before the appointed interview.

Take note of the date, time, and location of your interview, and show up to your interview on time. Be ready to discuss your interests and skills that could be utilized in the position. Once all interviews have concluded, the supervising office will contact you to let you know if you have been offered the position and will have paperwork for you to complete and take back to the office of Financial Aid for processing. Financial Aid will be organizing all timesheet and payroll information with all hired work-study students, and all questions related to financial paperwork or timesheets should be directed to Tasha Morgan at tmorgan@swu.edu

