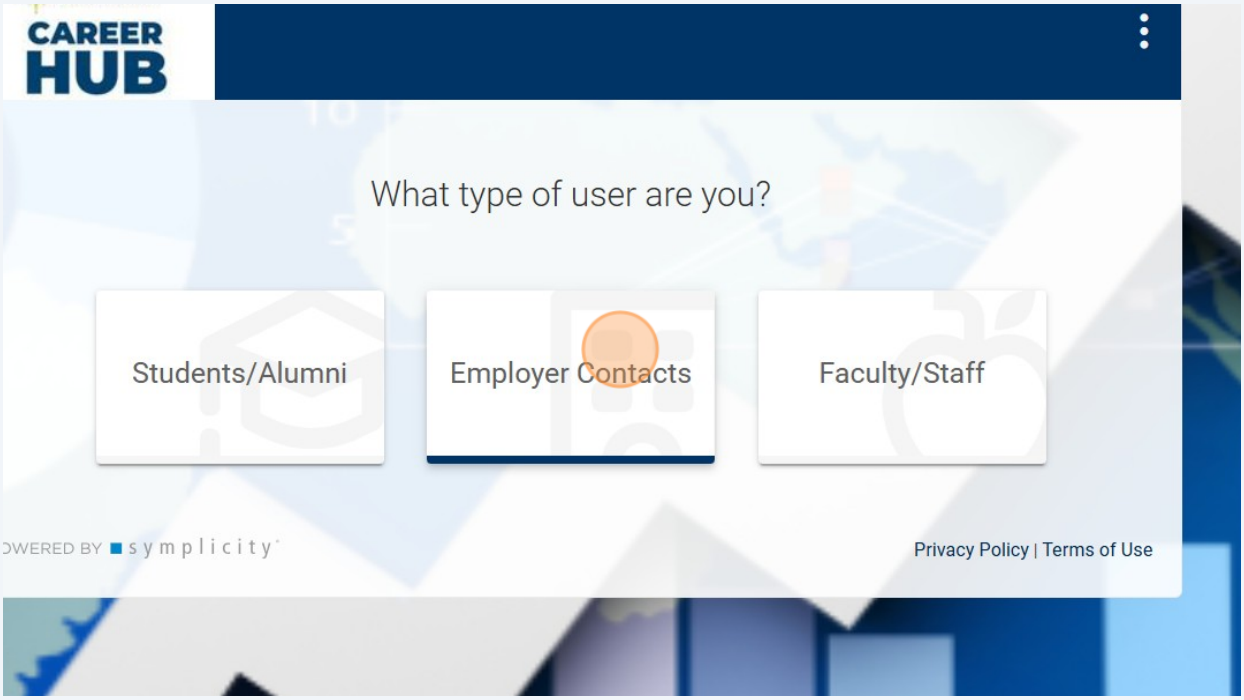
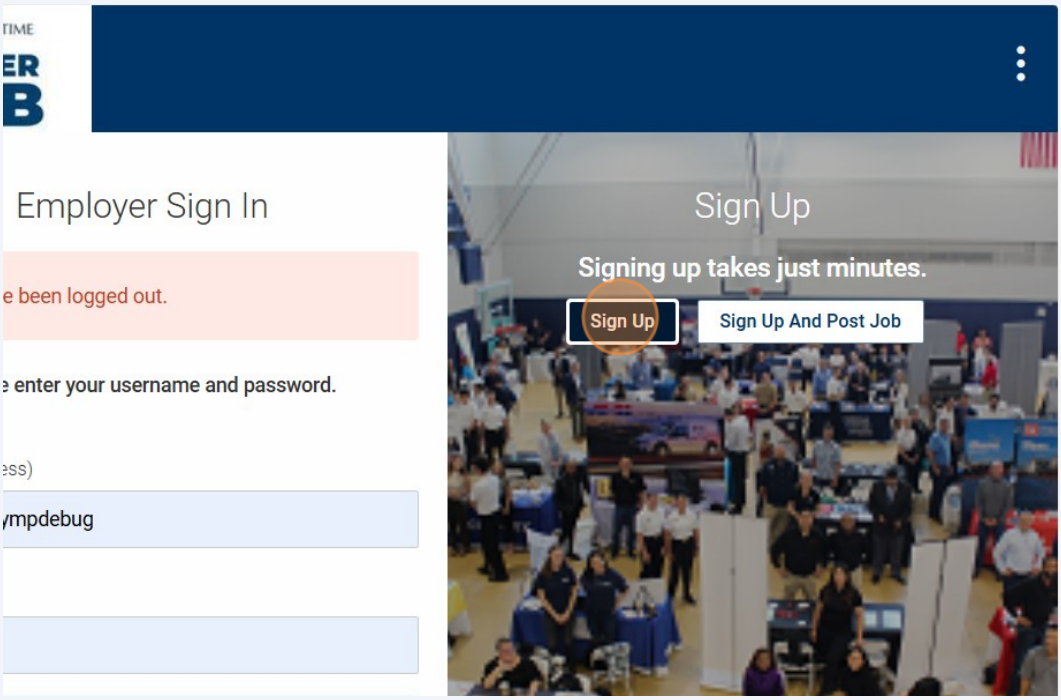
How to Register for an Employer Account

1 Navigate to https://www.csum.edu/career-center/employers/post-a-job.html

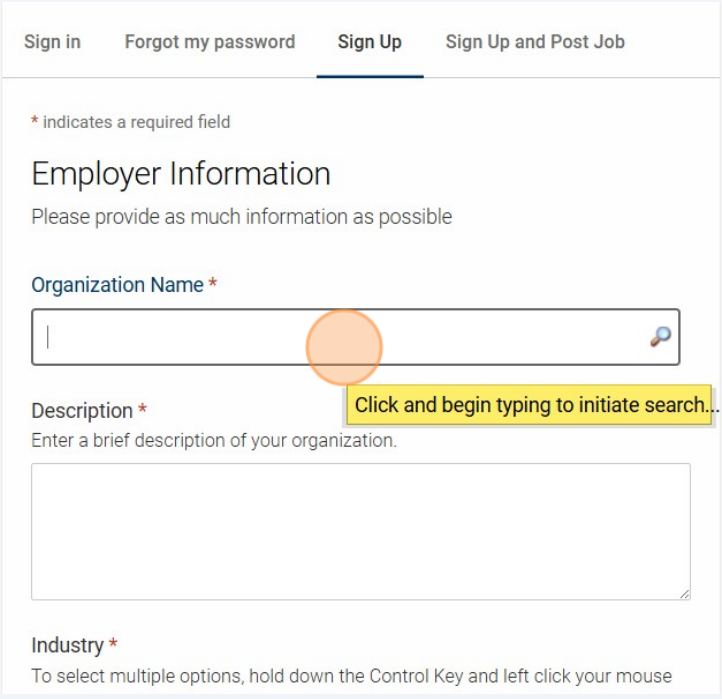
2 Click "Employer Contacts"



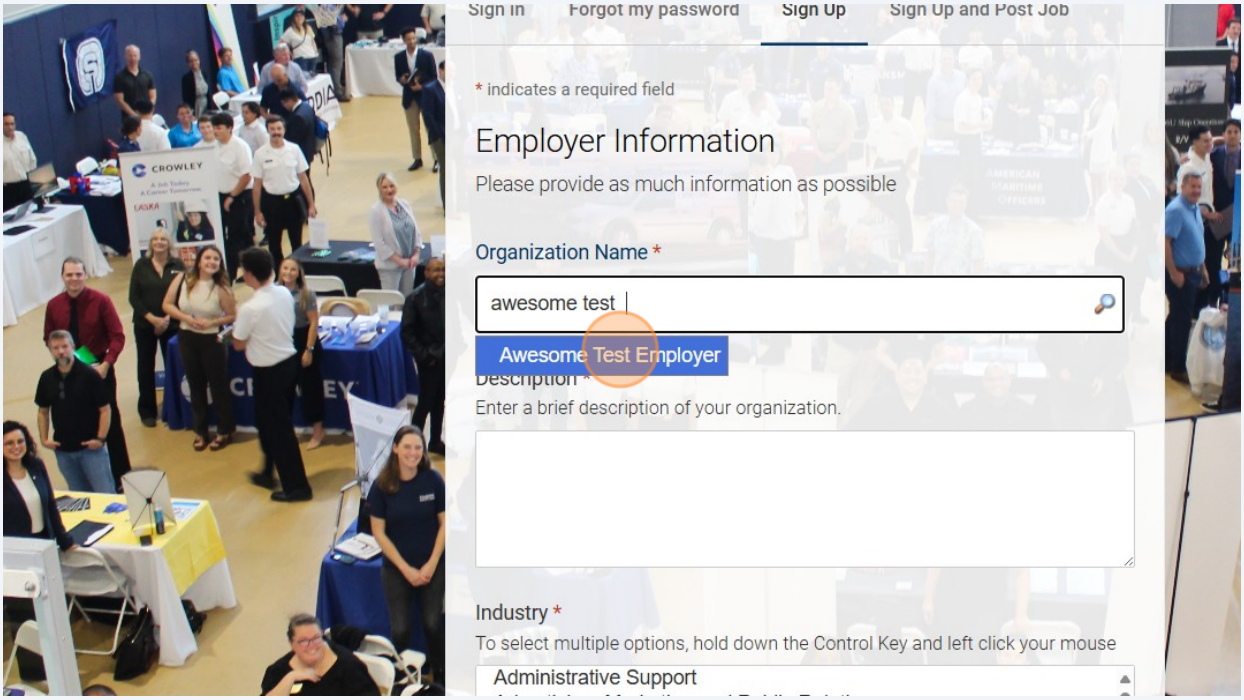
3 To create a new account click Sign Up



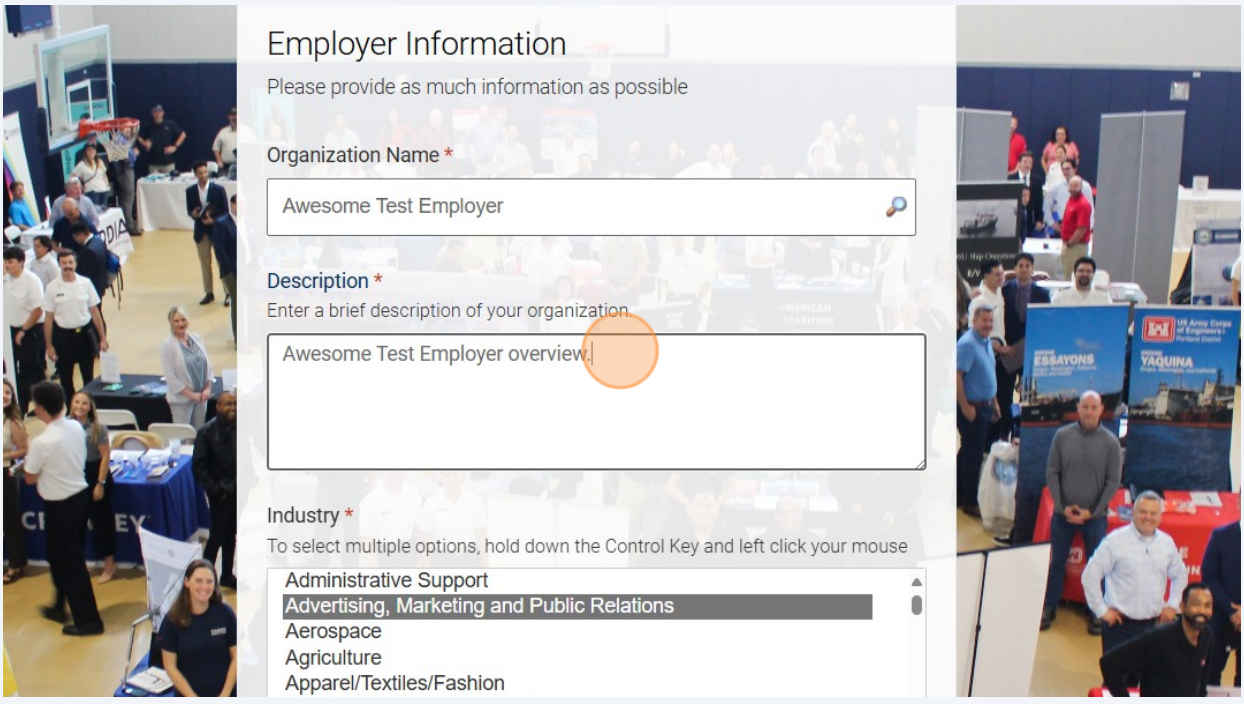
4 Begin typing in your organization name, if it already exists in our system you can connect to that existing employer profile. If they do not exist please insert your organization name.



5 Click on your existing employer name if found. If not found please input your organization name.



6 Begin to complete all the fields. If your employer organization already existed and you have connected to it all the information will pre-populate. If not found please continue to fill in all relevant fields.



7 Select all industries that apply to your organization.

Enter a brief description of your organization.

Awesome Test Employer overview. Insert your description here

Industry *

To select multiple options, hold down the Control Key and left click your mouse

Administrative Support
Advertising, Marketing and Public Relations
Aerospace
Agriculture
Apparel/Textiles/Fashion
Architecture & Urban Planning
Artificial Intelligence
Arts & Design

Type of Organization *

Private company

Number of Employees *

8 Select your type of organization.

To select multiple options, hold down the Control Key and left click your mouse

Automotive
Banking
Biotechnology
Business Management
Business Services
Chemicals
Communications/Media
Construction/Contracting

Type of Organization *

Private company

Number of Employees *

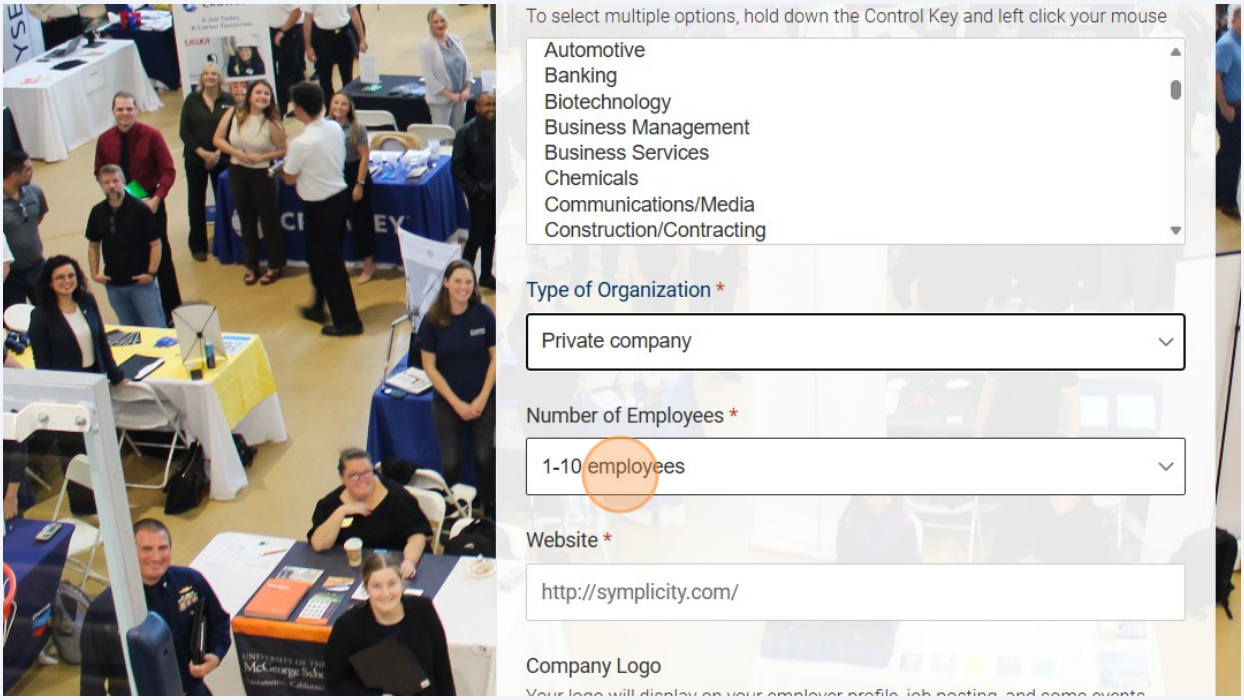
1-10 employees

Website *

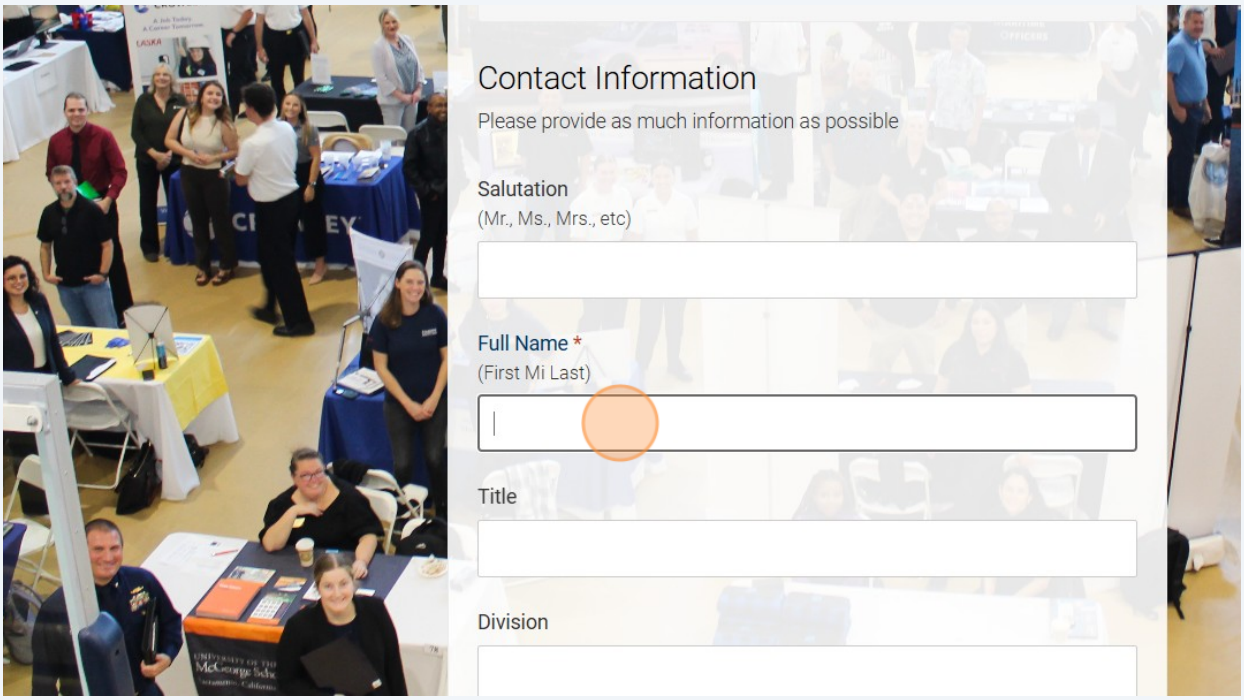
http://symplicity.com/

Company Logo

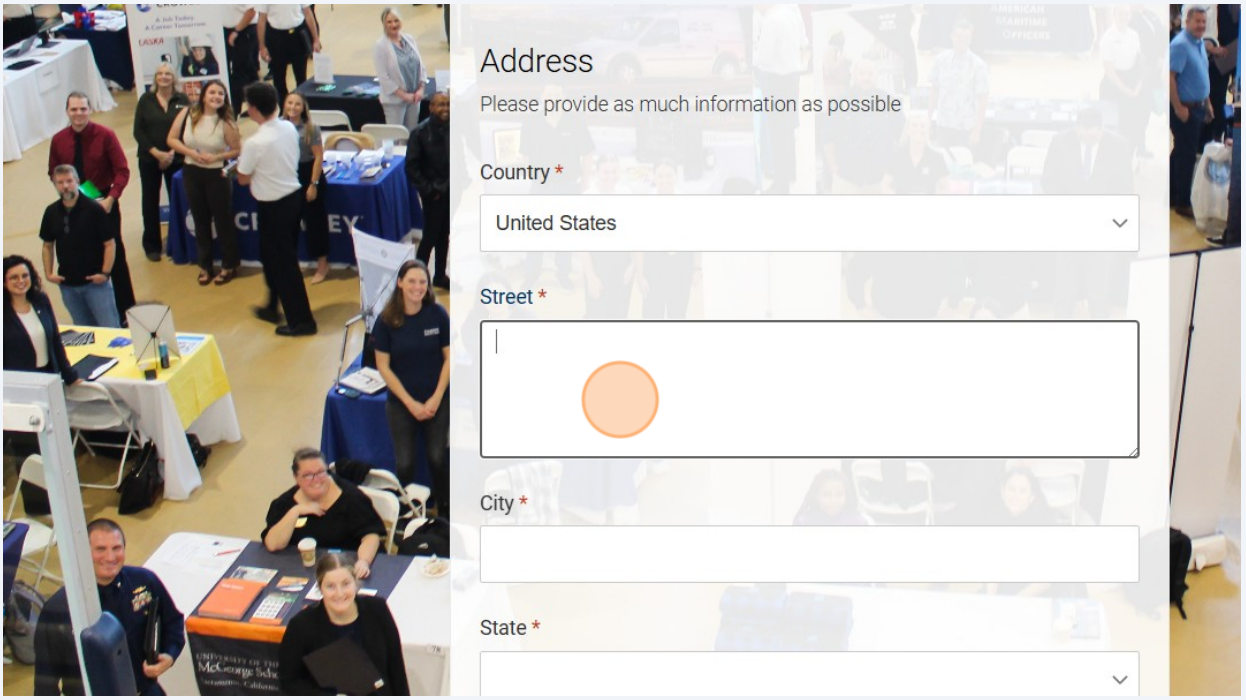
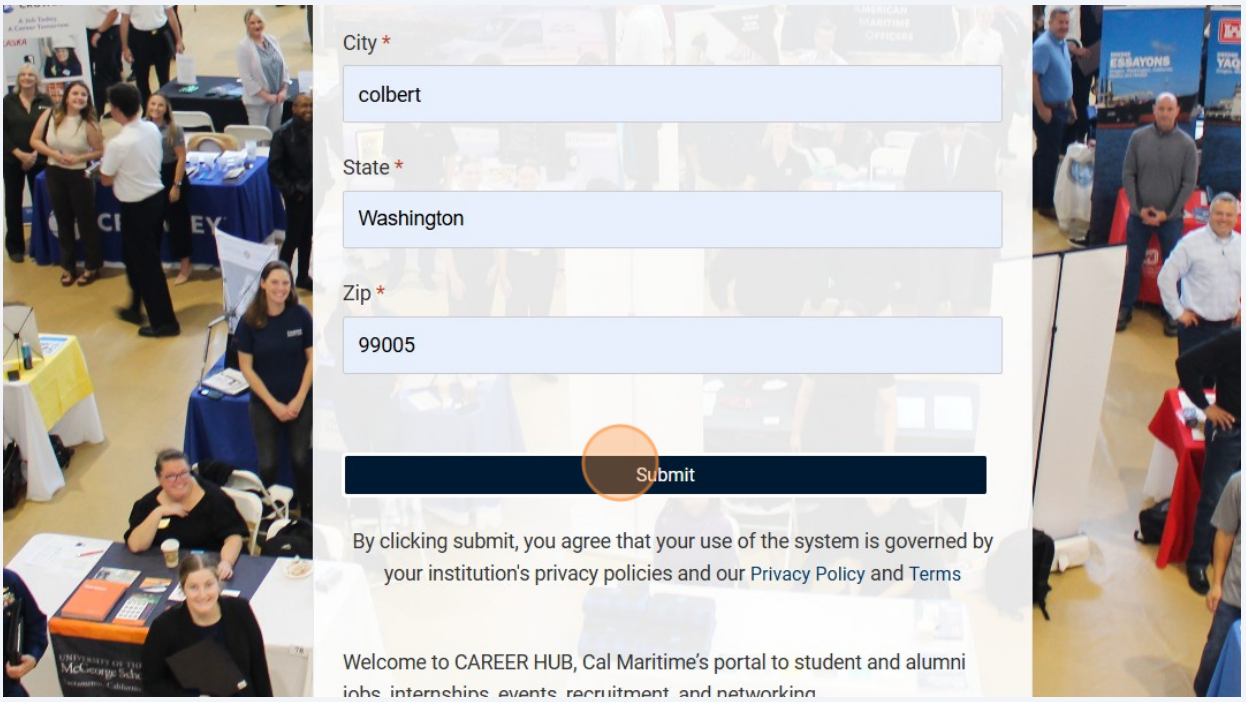
9 Select number of employees



10 Input all your contact information.



11 Input all your contact information.



12 Once you have submitted all your information on the form, please submit your registration. It will be reviewed by a staff member and they will reach out with an approval or rejection notice.