

Surfing the Wave

Setting up your Career Wave account
Formally referred to as "Nacelink Symplicity"

Provided by: The Office of Career Development,
Transfer/New Start, Scholarship Opportunities and
Service-Learning | Room C102 | 718.368.5115

What is Career Wave?

Career Wave is a free online career tool for Kingsborough students & alumni. There are plenty of resources and services

available on Career Wave such as: résumé review, online job/internship postings, service-learning opportunities and updates

on events from our office. Career Wave is a great way to get the most out of the resources provided by the Career Center.

Our Logo



Career Wave
Surfing Up Opportunities

Create a Free Account!

Go to <https://kbcc-csm.symplicity.com/students/index.php>

This link takes you directly to the registration page. Career Wave asks for your "Student ID" This is **NOT** your Social Security Number. The "Student ID"

is your CUNYfirst EMPL ID. Please register your account with the email you check most frequently. Once you have completed the registration and confirmed

your email, your account will need approval from a Career Advisor. This should take no longer than 1-2 working days.

Password Please

Once your account has been approved you will receive an e-mail with a link to create your password; please click on the link only **ONCE** or the system will lock you out.

Flip to get the best wave!
Utilizing the Career Wave resources



Riding the Wave

Getting the most out of your account



Tell us About Yourself



After your account has been created and approved, the next step is to add some info about yourself; your major, career interests,

and experiences. The more information about yourself can help you qualify for more job and/or internship postings on Career Wave.

If you're not sure what career choice is best for you—take the Strong Interest Inventory assessment.

Upload Your Résumé



1. Click on the **“Documents”** tab
2. Then click on **“Add New”**
3. Select **“Resume”** and upload your resume

You can always check the status of your resume on your home page

Find Jobs Here!



3 steps to search for jobs online

1. Click on the **“Jobs”** tab on the top of the page.
2. Select **“CSM Jobs”** if you want to see the jobs posted by your school
3. Select **“NACELink Network”** to view all the jobs in the network