

Liberal Arts Recruiting Connection

LARC Boston Career Fair and Interview Day

Friday, October 13th, 2017 | Boston Tremont Hotel

Interview Day 9-5pm | Career Fair 1-4pm

REGISTER: Staff member will approve your registration within 24 hours

1. Go to <https://larc-csm.symplicity.com/students/>
2. CLICK on Sign up
3. ENTER Username: **personal school email**, Password: **larc2017**
4. COMPLETE **student registration form** and **submit**
5. RECEIVE an email confirmation **after** your approval (**This may take up to 24 hours**)
6. CLICK link in the confirmation email and enter a **NEW** password

RESEARCH PARTICIPATING EMPLOYERS:

1. Click **Jobs** on Left menu and select "**LARC Jobs**"

APPLY FOR INTERVIEW DAY:

1. Applications can be submitted through the LARC platform to those Jobs that have **[Interviews]** after the company name for the Interview Day.
2. UPLOAD all **documents** needed to apply (resume, cover letter...)
3. CLICK **Jobs** on left menu and research available internships/jobs available
4. Submit required application materials by Wednesday, **September 20th, 2017**
5. **Students notified by Employers after the deadline of September 27th, 2017**
6. After notification of acceptance for an interview - go back into LARC database to schedule your time slot. If you are taking transportation provided by the Career Center be sure to schedule your interviews between 10 and 3:30pm.

CAREER FAIR:

The Job Fair runs from 1-4pm and is open to all classes and majors.

The organizations participating in the Career Fair found on the LARC Platform or the Career Centers Special Events Page. Students from the 7 Colleges are welcome to attend the Job Fair and meet with the organizations' representatives. Information about the organizations and positions are listed. The fair does not require pre-registration.

Becker Career Center | Union College | careercenter@union.edu | 518-388-6176