EMPLOYMENT

Student Employment Services
Departments and offices on campus hire a number of students each year in such areas as academic and administrative offices, campus recreation, campus libraries, the annual Phon-a-thon, admissions, the Skutt and Harper Centers and SODEXHO dining services. Current listings can be viewed at www.creighton.edu/studentemployment. All off-campus jobs, including part-time, internships and full-time jobs are posted to the Jobs4Jays online database through the Creighton Career Center (http://www.creighton.edu/careercenter). At the time of hire, all U.S. students employed on campus must be prepared to complete a Federal I-9 Employment Eligibility Form. Be prepared to show a valid ID and a document that proves your eligibility to work in the United States. The most commonly acceptable documentation is an original Social Security card or Birth Certificate or U.S. Passport. International students must show U.S Visa with I-94 and I-20.

Employment and Internships
The Career Center maintains contacts for internships, part-time and full-time jobs in the Omaha metropolitan area, as well as opportunities nationwide. Students may use this office to secure jobs through the use of Jobs4Jays. A complete job search and resume service is available to all students upon request. Alumni are entitled to the same services as currently enrolled students. The Career Center is located in the Harper Center, Suite 2015.

Career Fair
Each fall the School of Pharmacy and Health Professions hosts a Career Fair to which current students and alumni from the Occupational Therapy, Pharmacy, Physical Therapy and Nursing programs are invited. The Career Fair offers an opportunity to network with employers, volunteer agencies and graduate and professional schools which help students and alumni explore possible or new career paths for the future. Details about the Career Fair are continually updated on the website of the Office of Academic and Student Affairs.