

# How to Apply for On-Campus Jobs

Follow along step-by-step



**COMPASS**  
**CENTER**  
FOR CAREER & CALLING

## Step 1

**Log into your MyNWC account and click the "Handshake" button in the "Quick Links" section**






idOut

Billing Information My Checklist Campus Ministry Student Life Career & Calling Help Desk Parking & Safety Honors Program More ▾

[Free-form Content](#)

 handshake

Handshake allows you to search for campus employment, full-time jobs, part-time jobs, and internships. Get connected to thousands of employers!

\*login information: use your NWC username (with password prompted)

[Click here to begin your search](#)

**DISCLAIMER**

Northwestern College (NWC) does not endorse or recommend employers, and a posting does not constitute an endorsement or recommendation. NWC explicitly makes no representations or guarantees about job listings or the accuracy of the information provided by the employer. NWC is not responsible for safety, wages, working conditions, or any other aspect of off-campus employment without limitation. It is the responsibility of students to perform due diligence in researching employers when applying for or accepting private, off-campus employment and to thoroughly research the facts and reputation of each organization to which they are applying. Students should be prudent and use common sense and caution when applying for or accepting any position.

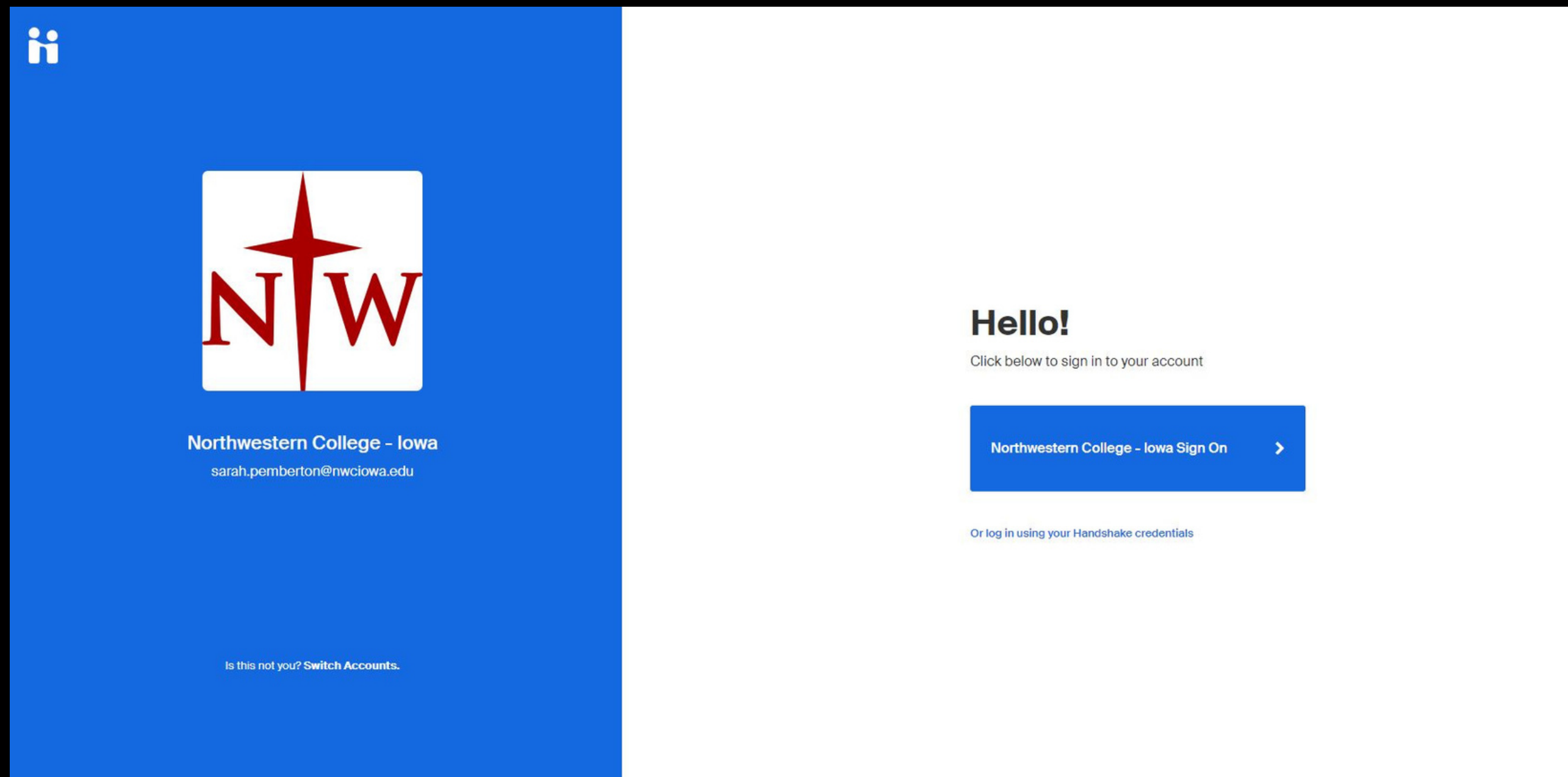
[Edit Content](#)

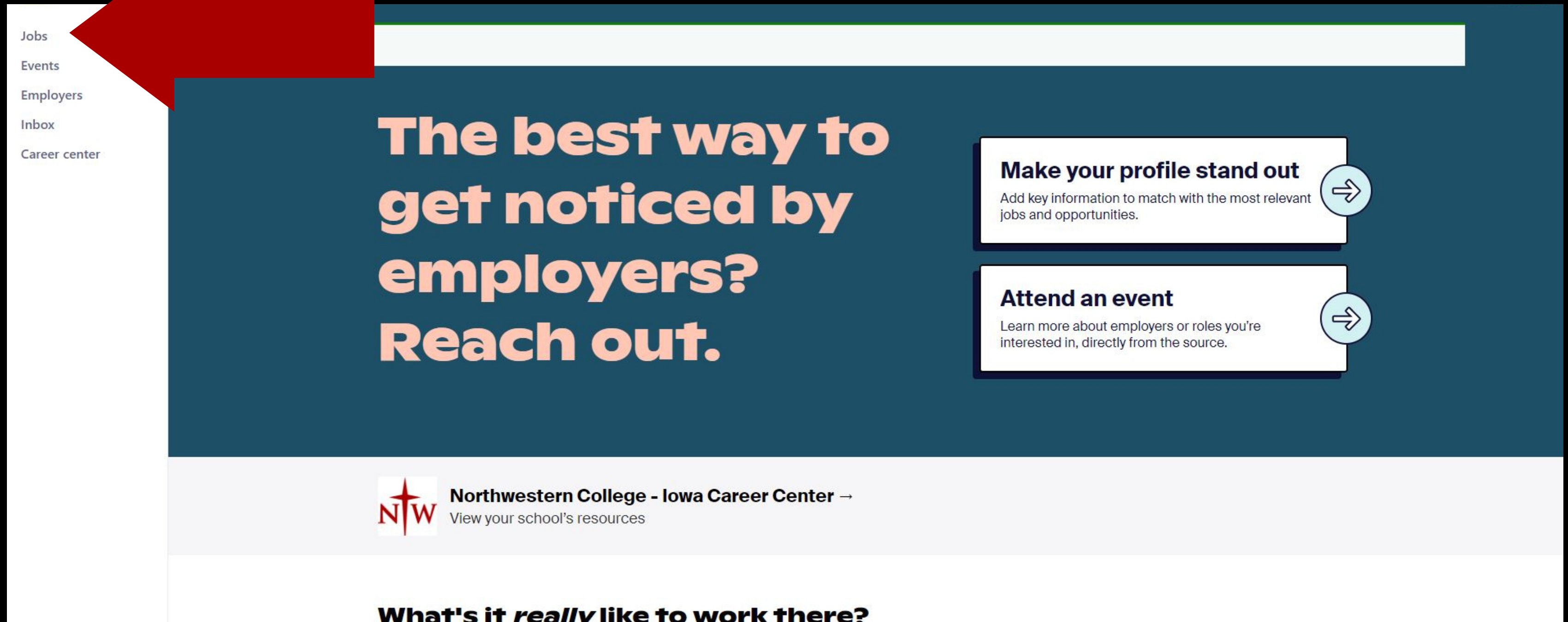
Step 2

Select "Click here to begin your search"

## Step 3

# Sign into your Handshake account using your Northwestern email address and password



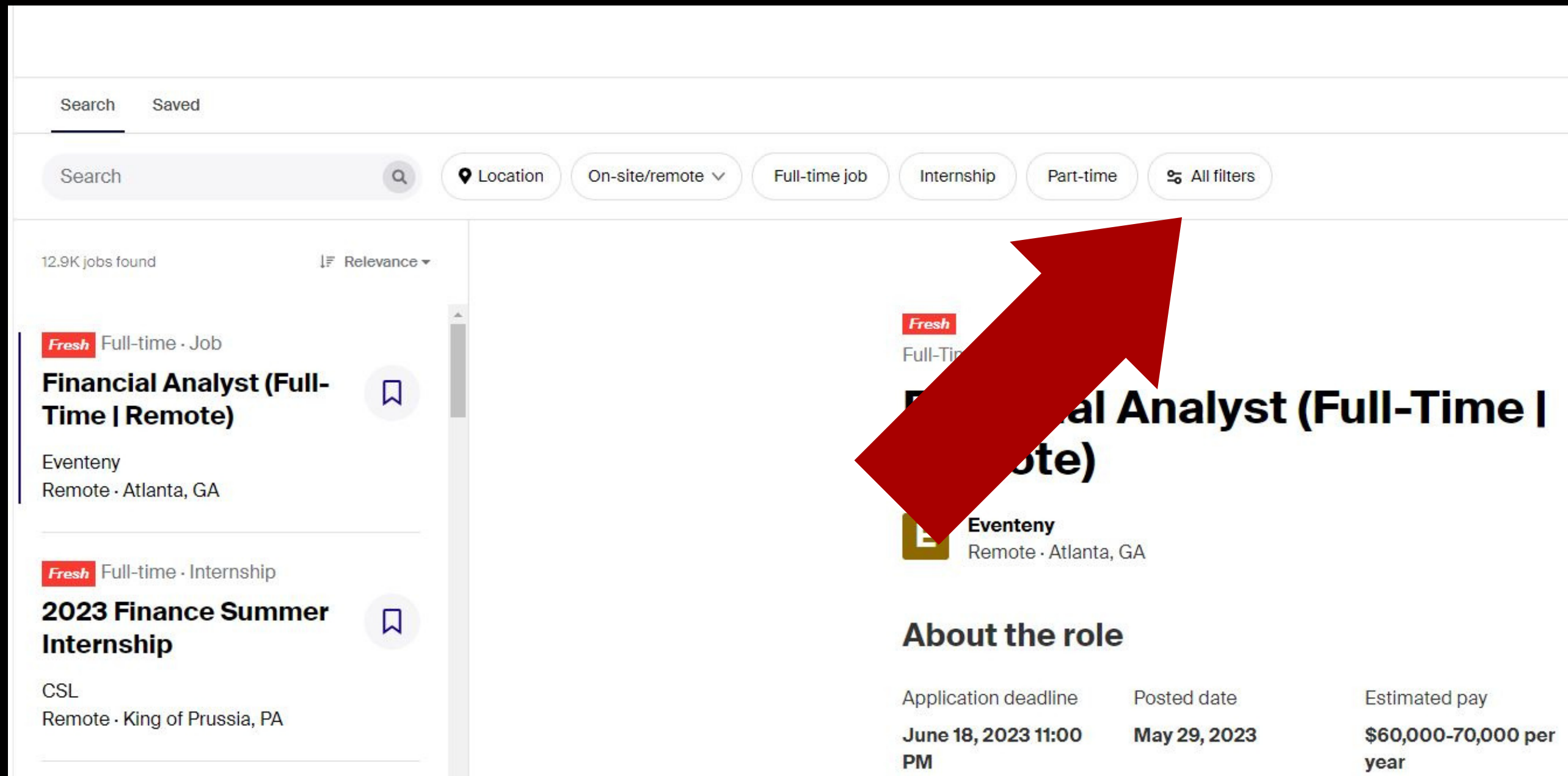


Step 4

Click on "Jobs" in the lefthand menu

# Step 5

## Select "All filters"



The screenshot shows a job search results page. At the top, there are tabs for 'Search' and 'Saved'. Below them is a search bar and a row of filter buttons: 'Location', 'On-site/remote', 'Full-time job', 'Internship', 'Part-time', and 'All filters'. A large red arrow points to the 'All filters' button. The left sidebar shows a list of job results, including 'Financial Analyst (Full-Time | Remote)' by Eventeny and '2023 Finance Summer Internship' by CSL. The main content area displays the details for the 'Financial Analyst (Full-Time | Remote)' job, including the company logo, job title, location, and a table with application details.

Search Saved

Search Location On-site/remote Full-time job Internship Part-time All filters

12.9K jobs found Relevance

**Fresh** Full-time · Job  
**Financial Analyst (Full-Time | Remote)**  
Eventeny  
Remote · Atlanta, GA

**Fresh** Full-time · Internship  
**2023 Finance Summer Internship**  
CSL  
Remote · King of Prussia, PA

**Fresh** Full-Time  
**Financial Analyst (Full-Time | Remote)**  
Eventeny  
Remote · Atlanta, GA

**About the role**

Application deadline	Posted date	Estimated pay
June 18, 2023 11:00 PM	May 29, 2023	\$60,000-70,000 per year

## Filters



### Job type

Full-Time

Part-Time

Internship

On-Campus

Job

+ More

☐ Work study

☐ Interviewing on campus

### Pay

Paid

Unpaid

☐ Includes estimated pay

### On-site/remote

☐ On-site  
Work in-person

☐ Remote  
Work from home

[Clear](#)

12862 jobs found

Show results

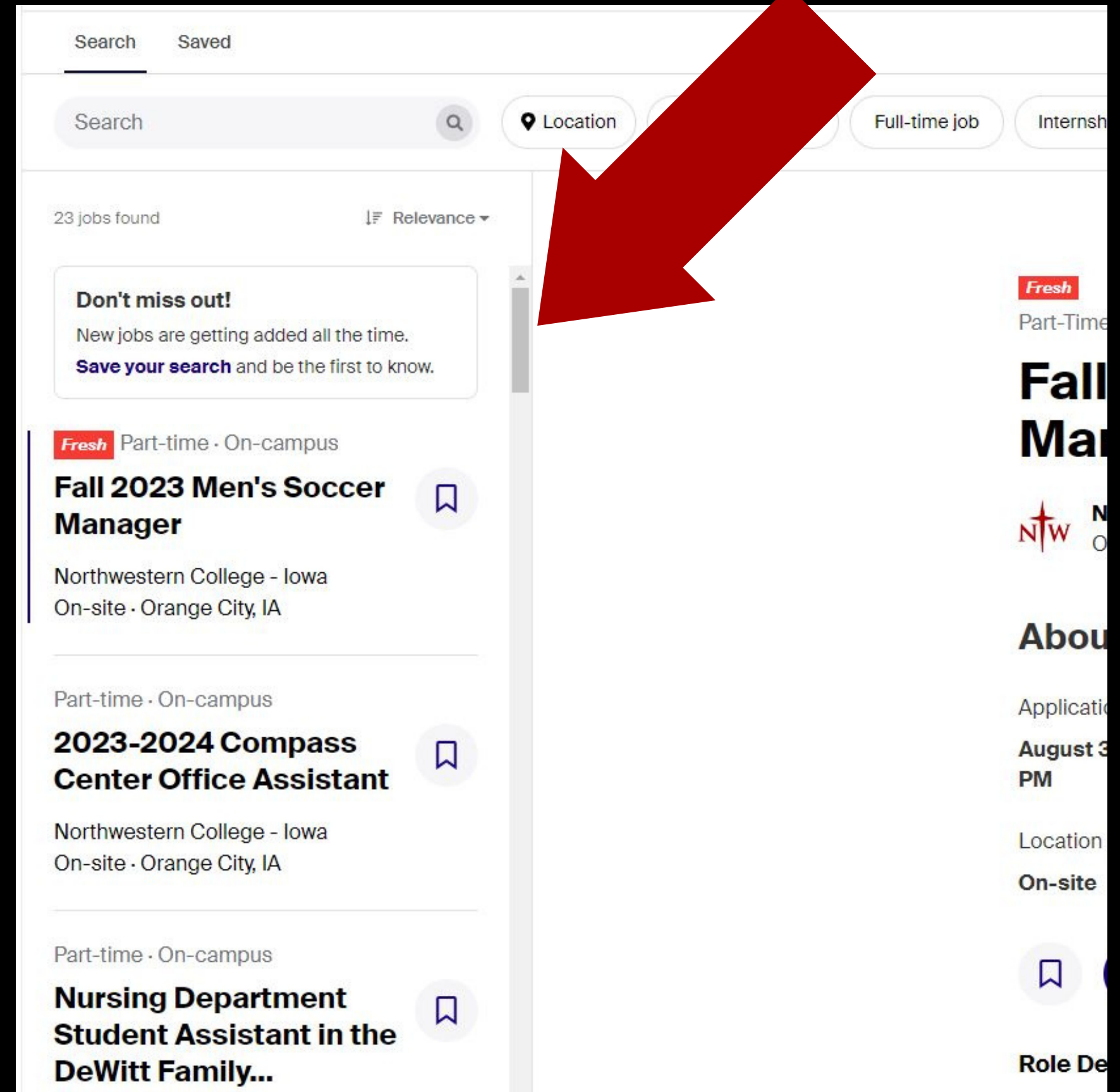
Step 6

Click on "On-Campus", then "Show results"



Step 7

**Scroll through the  
available jobs,  
clicking on them to  
find out more about  
the position**





Part-Time · On Campus Student Employment

## 2023-2024 Compass Center Office Assistant



Northwestern College - Iowa

On-site · Orange City, IA

### About the role

Application deadline

July 31, 2023 12:00 AM

Posted date

May 8, 2023

Estimated pay

\$9.50 per hour

Location type

On-site



Apply

Role Description

Step 8

When you've found a position you'd like to apply for, click "Apply"