Emory Brassring to iCIMS

1. **My username and password do not work on the new careers site and I can't see the status of my old applications. Please explain.**

We moved systems March 21st at 5:30pm. Application history from the old system will not show in the new system. Your old username and password will not work in the new system. The two recruiting systems are separate and the old system will be turned off May 7th.

You must create a profile in the new Emory iCIMS system and apply to any new jobs that are a fit, including any jobs you applied for in the old system if they are still actively posted

However, recruiters will review all applications submitted to the old system. If you choose not to create a profile in the new system all your applications will still be reviewed.

Here is the URL to check your old application statuses:

https://sjobs.brassring.com/TGnewUI/Search/Home/Home?partnerid=25066&siteid=5043#home login with your old user name and password.

Being in the new systems is optimal as you can easily apply to future jobs and our recruiters can use improved search technology to find skills on your resume.

2. **I have received an email from the iCIMS system and cannot login.**

We moved systems March 21st at 5:30pm. Application history from the old system will not show in the new system. Your old username and password will not work in the new system. The two recruiting systems are separate and the old system will be turned off May 7th.

If you have received an email from the new system (iCIMS) and do not know your new username and password. Follow the instructions for "Forgotten Password" in the email you received. Your new username should be listed in every iCIMS email.

Here is the URL to check your old system application statuses:

https://sjobs.brassring.com/TGnewUI/Search/Home/Home?partnerid=25066&siteid=5043#home login with your old user name and password.

Being in the new systems is optimal as you can easily apply to future jobs and our recruiters can use improved search technology to find skills on your resume.

Internal Employees should use the internal employees sign-in link at the bottom of the iCIMS email.

3. **The position I applied for in the old system is no longer showing in the new system.**

Even if the job opening you originally applied for is not listed, please create a profile in the new Emory iCIMS system by applying to any new jobs that are a fit or using the" Connect with Us" feature to create a profile.

Recruiters will review all applications submitted to jobs in the old system. If you choose not to create a profile in the new system all your applications will still be reviewed.

Here is the URL to check your old application statuses:

https://sjobs.brassring.com/TGnewUI/Search/Home/Home?partnerid=25066&siteid=5043#home login with your old user name and password. The old system will be completely shut down on May 7th.

Being in the new systems is optimal as you can easily apply to future jobs and our recruiters can use improved search technology to find skills on your resume.

4. I can't use Linkedin/Facebook to login to the Emory Careers site anymore.

We moved systems March 21st at 5:30pm. Application history from the old system will not show in the new system. Your old username and password will not work in the new system. The two recruiting systems are separate and the old system will be turned off May 7th.

You must re-create a new profile in the new Emory iCIMS system with your LinkedIn or Facebook account and apply to any new jobs that are a fit, including any jobs you applied for in the old system if they are still actively posted.

However, recruiters will review all applications submitted to the old system. If you choose not to create a profile in the new system all your applications will still be reviewed.

Here is the URL to check your old application statuses:

https://sjobs.brassring.com/TGnewUI/Search/Home/Home?partnerid=25066&siteid=5043#home login with your old user name and password.

Being in the new systems is optimal as you can easily apply to future jobs and our recruiters can use improved search technology to find skills on your resume.

5. Can I update my resume and/or attachments I forgot to add when I originally applied for the position?

Yes, go back to the Staff Positions or Faculty Positions link off the Emory Careers site. In the upper righthand corner look for:

"Returning Candidate? Log Back In!"

Log into your dashboard and click the box called "Update for Profile"