


As a KGH employee, you can access the Career Hub portal both inside and outside of KGH. You can access the Career Hub Login Portal, using any of the following methods:

 **Desktop Icon:** This icon will be accessible on the desktop of any KGH computer



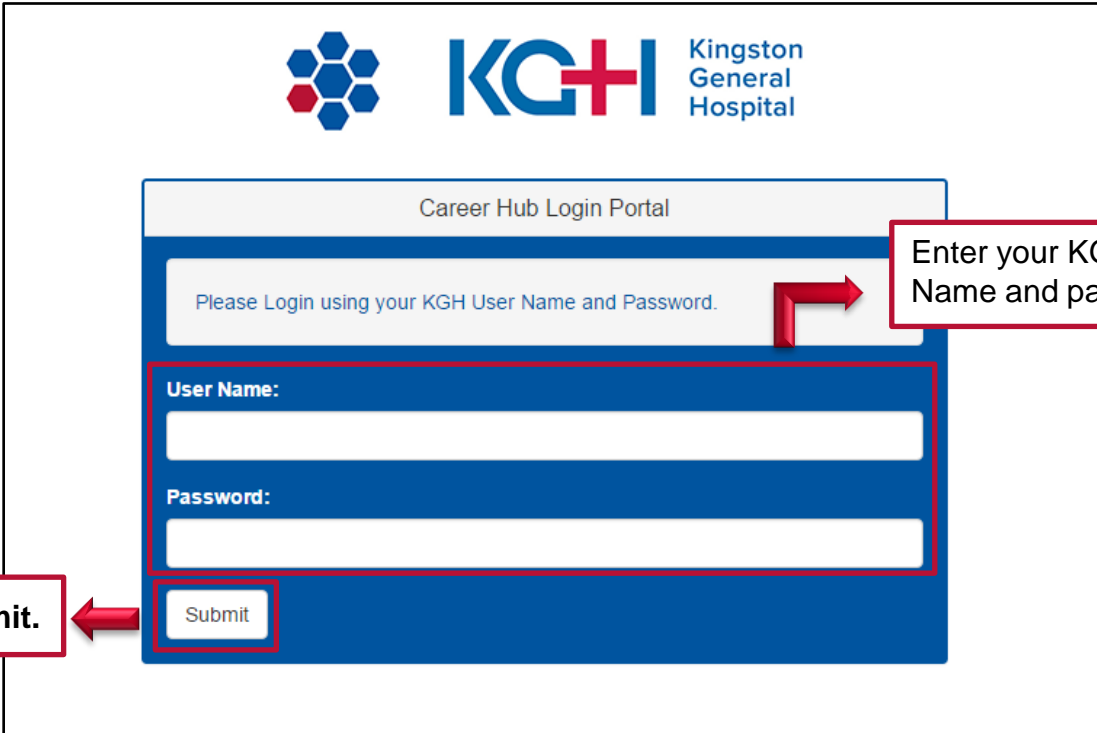
There will also be a link to the Career Hub portal in the following locations:

 The KGH Intranet Site, under **Quick Links**

 The footer of the KGH external website (www.kgh.on.ca)

 The KGH Careers page: www.kgh.on.ca/jobs

Any of the methods above will bring you to the Career Hub Login Portal. Enter your standard KGH User Name and Password to log-in.



The screenshot shows the Career Hub Login Portal interface. At the top, there is the KGH logo and the text 'Kingston General Hospital'. Below this is the title 'Career Hub Login Portal'. A message reads 'Please Login using your KGH User Name and Password.' with a red arrow pointing to the input fields. The input fields are labeled 'User Name:' and 'Password:'. A red box highlights these two fields, with a callout box to the right containing the text 'Enter your KGH User Name and password.'. Below the input fields is a 'Submit' button, which is also highlighted with a red box. A callout box to the left of the button contains the text 'Click **Submit**.' with a red arrow pointing to the button.