

# ENGINEERING 23

## Finding an Industry Internship Seminar

**William Herrera, M.Ed.**  
**Director of Undergraduate Internship Program**

November 30, 2021  
Week 10: Content Slides

# Week 10 Agenda

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## Content Videos

1. **Preparing for the 1<sup>st</sup> Internship (40 min)**

## Class Activities

1. **Week 9 HW: Reflection**
2. **Content Video Reflection**
3. **Career Action Plan - Reflection**
4. **Final Class Logistics**

# Preparing for the First Internship



# What to do if I have not secured an internship?

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**STEP 1: Seek advisors and/or career center for resume review and career suggestions**

**STEP 2: Attend professional development workshops (e.g. Resume workshop, career fair prep workshop, info sessions)**

**STEP 3: Attend quarterly career fairs and recruiting events on campus**

**STEP 4: Utilize LinkedIn and Handshake**

**STEP 5: Network with recruiters/alumni**

**STEP 6: Follow up with applications**

**STEP 7: DO NOT GIVE UP AND KEEP SEARCHING**

# BEFORE Internship

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- **Understand the scope of your work**
  - Know what is expected and skills that are needed
- **Self-Learning**
  - If MatLab will be used frequently, you should probably start practicing
- **Communicating with team members**
- **Prepare for the 1<sup>st</sup> Meeting**
  - Prepare some questions
  - Clarify what is expected



# DURING Internship

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- **What are the expectations to achieve your targets**
  - **Targets: Letter of Rec, Return Offer?**
- **Informational Interview with Colleagues**
  - **Network with other employees to better understand the company**
  - **Understand more about other roles as well as the industry**
- **Establish a communication protocol with your supervisor**
  - **Frequency of meeting/reporting**
- **Figure out the Organization Chart**
- **Prepare/Think about your Resume bullet points**

# AFTER Internship

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- **Schedule a Final Debrief Meeting with your supervisor**
- **Ask for Feedback**
  - **Area of Strength**
  - **Area of Improvement**
- **Possibility of a Recommendation Letter?**
- **Return Offer?**

**IT DOESN'T HURT TO ASK**



# Career Plan Evolution





# Career Plan

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- **Your Career Plan has to be adaptable and flexible**
- **Do NOT be afraid to “pivot” your career plan**
  - It is perfectly fine if you decide to modify your career pathway
  - **EXAMPLE:** I wanted to pursue a PhD and secure a faculty position at UCLA. Now, I have decided to do R&D research in industry instead of academia



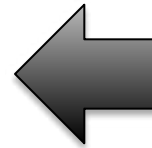
**Engineer Change.**

# Career Plan

## Recommend:

- Update your Career Plan once a year
- Update your CV at the same time

CURRICULUM VITAE AREND KEIZER		
EDUCATION		
1994 - 2000	<b>Delft University of Technology</b> Masters degree in Mechanical Engineering, Production Technology Average grade: 7.8 (bachelor), 8.2 (master)	Delft
1988 - 1994	<b>Athenaeum at Reynaert College - cum laude</b> Biology (8), Dutch (8), English (8), Mathematics B (9), Physics (9), Chemistry (7), Economics (7).	Huist
PROFESSIONAL EXPERIENCE		
Oct 2007 -	<b>AudioNova International</b> <i>Head of Business Development</i> AudioNova is a private equity owned hearing aid retail group. - Heading an international team of seven business development managers - Performing strategic due diligence in M&A activity - Matching commercial strategy to consumer insights	Rotterdam
2005 - 2007	<b>Royal Philips Electronics</b> <i>Manager, Corporate Strategy &amp; Alliances</i> Advised Board of Management and senior executives on strategic issues - Refocused strategic direction of Consumer Health & Wellness business - Coordinated external consultants' in the due diligence of Philips' acquisition of Respireonics - Analysed market dynamics for DirectLife in the LifeStyle incubator	Amsterdam
2001 - 2005	<b>McKinsey &amp; Company</b> <i>Strategy Consultant</i> Was promoted from Fellow to Associate six months ahead of schedule. - Project focus on leisure, retail and consumer goods - Had an extensive role in developing graduate recruitment - Did a one year externship as assistant to the CFO at SHV Holdings	Amsterdam
2000 - 2001	<b>Royal Netherlands Navy</b> <i>Lieutenant</i>	Den Helder
1999	<b>HAL Investments</b> <i>Internship</i>	Curaçao
EXTRACURRICULAR EXPERIENCE		
President of study association 'Leeghwater'		
Snowboard instructor in Austria		
Active member of KSV Sanctus Virgilius		
HONOURS AND AWARDS		
Het Insignie voor Optreden onder Gevechtsomstandigheden, Royal Navy		
Second prize in National Physics Competition		



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# Final Course Logistics





# Final Course Logistics

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1. **Attendance (E-mail)**
2. **Missing Assignments (E-mail and grading sheets posted on CCLE)**
3. **Final Pass/No Pass Grades (Set up mtg. with Will)**
4. **Final Questions?**

# Final Evaluations:

1. We need your feedback to improve the course! Please take a moment to fill these out:
  - [Post-Course Survey](#)
  - [MyUCLA Instructor Evaluations](#)

# Announcements





# Late Assignments

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1. **Submit missing assignments!** We want to be done with grading by Friday June 4, to ensure all feedback can be given in a timely manner.
  - Anything submitted after June 4th, will be including in your grading, but will not get super detailed feedback.
1. **Assignment Feedback**
  - **LATE assignments will not receive feedback within the 7 days - if submitted late, email peer advisors for feedback**

# Events

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1. **Handshake:** Decoding Federal Resumes
  - **Wednesday, June 2 / 9-10 AM PST**
  - [Registration](#)

# Opportunities

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1. **Information Technology (IT) Internship at LinQuest**
  - [Link](#)
2. **Summer 2021 Internship: Rani Therapeutics - R&D**
  - [Flyer](#), email [disha@ranitherapeutics.com](mailto:disha@ranitherapeutics.com) with resume, portfolio, & optional cover letter
3. **BruinShack Web Development Internship**
  - Send resume & portfolio to [opportunities@bruinshack.com](mailto:opportunities@bruinshack.com)



# Final Questions?



# My Last Question:

1. After finding an internship, would you be willing to apply for a paid UIP Peer Advisor position?



# Resources





# Links

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**Career Center Website:** [www.career.ucla.edu](http://www.career.ucla.edu)

**Handshake:** <https://ucla.joinhandshake.com>

**Career Center Facebook:**  
<https://www.facebook.com/UCLACareerCenter/>

**Career Center LinkedIn:**  
<https://www.linkedin.com/company/ucla-career-center/>

**ESUC On Campus Recruitment Calendar:**  
<https://www.seasoasa.ucla.edu/on-campus-recruitment-calendar/>

# CONNECT WITH US

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 : <https://www.facebook.com/SamueliURPUIP>

 : <https://www.linkedin.com/company/samueli-urpuip>

 : @samueli\_urpuip

## **Website:**

<https://www.seasoasa.ucla.edu/undergraduate-internship-program-2/>

## **Youtube:**

[UCLA Samueli Undergraduate Internship Program - YouTube](#)

# Peer Advising

[Drop In  
Zoom Link](#)

[Schedule an  
Appointment](#)

**Andrea:** MWR 10-11 AM | T 1-3 PM  
**Ritvik:** MTWRF 12-1 PM  
**Brianna:** MWF 9-10 AM | TR 4-5 PM  
**Josephine:** TR 11-12 PM, 3-4PM | F 1-2 PM

## SPRING 2021 PEER ADVISING

### ANDREA RAMIREZ

**MWR 10am-11am | T 1-3pm**

URPclerk1@hsseas.ucla.edu

4th year, Mechanical Engineering

Research: Balogun Research Group, Northwestern University

Internship: Dynamic Consulting Engineers



### RITVIK AGARWAL

**MTWRF 12-1pm**

URPclerk2@hsseas.ucla.edu

4th Year, Materials Science Engineering

International Engineering Student Class of 2021

He Research Group, Dep. of Materials Science Engineering, UCLA

### BRIANNA DUCKWORTH

**MWF 9-10am | TR 4-5pm**

UIPclerk3@hsseas.ucla.edu

3rd year, Materials Science Engineering

Internship: Data Analyst Intern, Soccer Skybox

Offered position in FBI Materials Science



### JOSEPHINE NEYYAN

**TR 11am -12pm, 3-4pm | F 1-2pm**

UIPclerk4@hsseas.ucla.edu

3rd year, Bioengineering

Research: Chiou Group, Dep. of Bioengineering, UCLA

Sterling Group, Drug Development, Keck Graduate Institute

Internship: ECA Medical Devices

# ENG 23 Office Hours

**William  
Herrera**

**MW 2-3:15 PM**

**Course  
Facilitators**

[Schedule an  
Appointment](#)

[Drop In  
Zoom Link](#)

**Andrea:  
Thursday 10-11 AM**



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