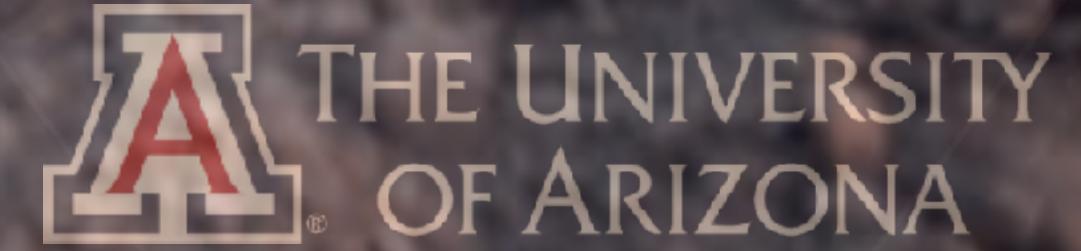


A man in a dark suit and white shirt is crouching on a rocky, desert-like terrain. He is looking through a pair of black binoculars. The background is a vast, arid landscape under a clear sky.

# Operation: Job Search



# Agenda

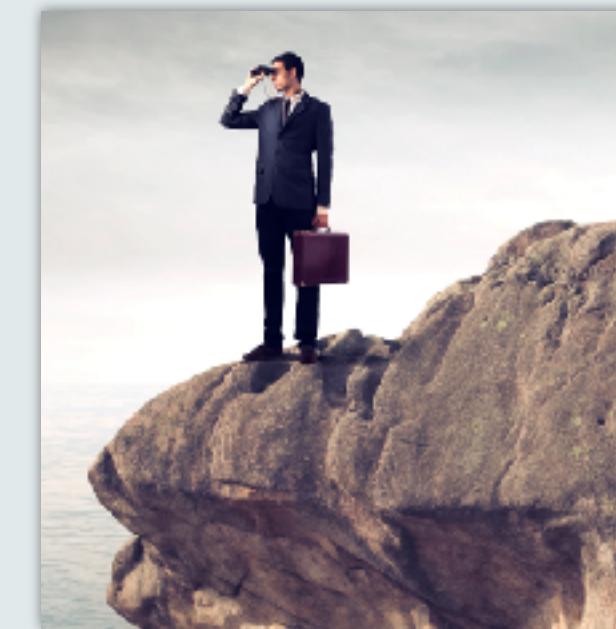
- Getting Started
- Finding Opportunities

# Getting Started

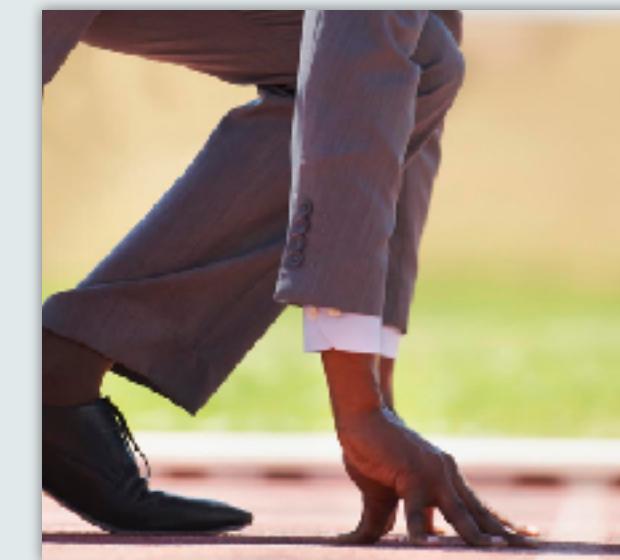
Self  
Assessment



Exploration



Preparation



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The future depends on  
what we do in the present

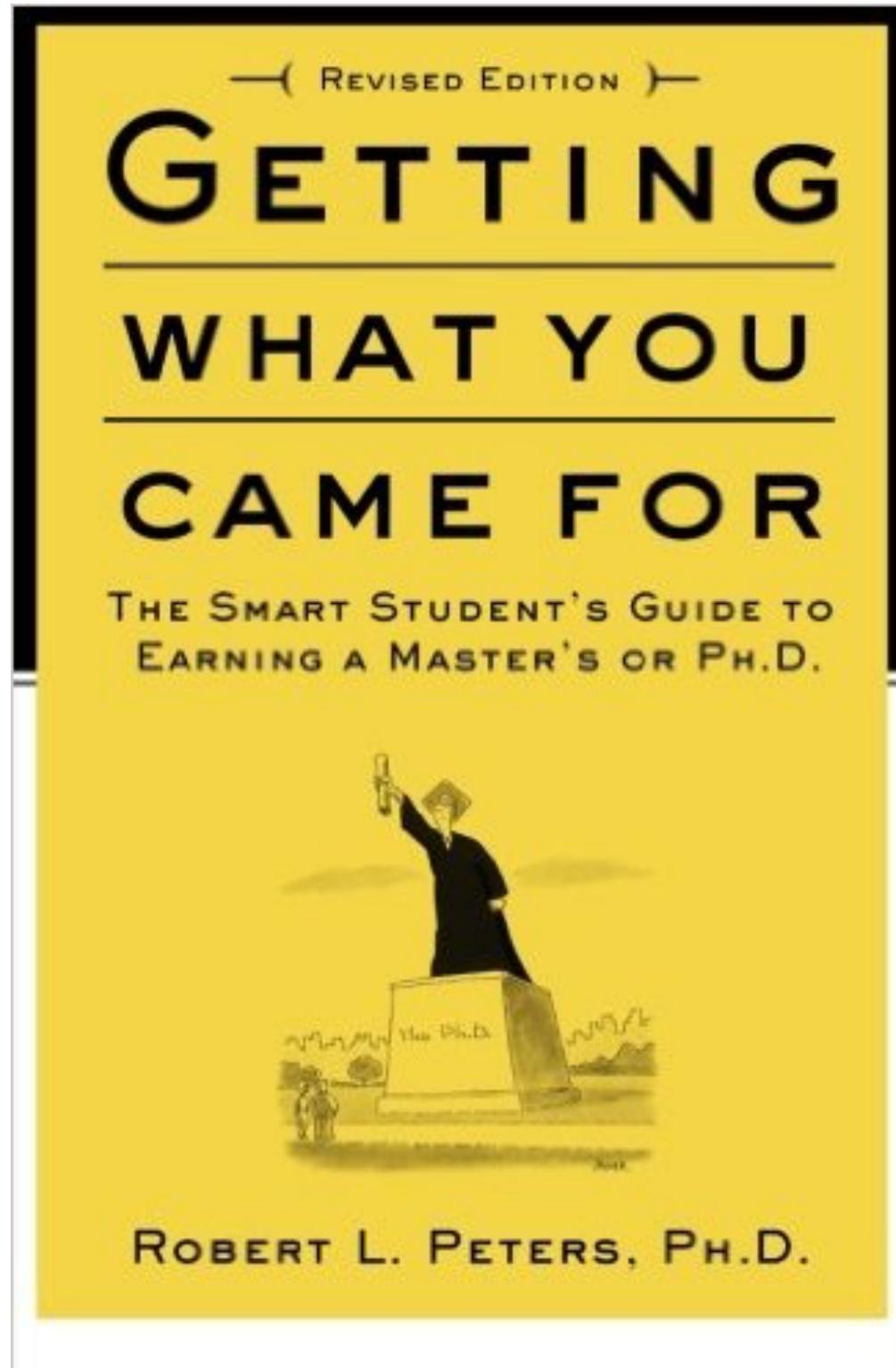
Martin Luther King Jr.

# Self Assessment



- What are you looking for in a position?
- What do you bring to an employer?
- Where do you want to be in your life and career in 2 years, 5 years, or 10 years?
- What challenges would make you excited to go to work daily?

# Self Assessment



- Graduate School — now, later or never
- Will graduate school help you advance on your professional goals?
- Finding the right graduate program (**for you**) is just like finding the right job



Do I still  
want to  
be an  
engineer?



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# Self Assessment



- Changing professions or specialities is okay and normal
- Life is too short to be unhappy

# Super Engineer **QUEST**

- In this quest, you will complete one or more career self assessment inventories. No particular inventory is required. Instead you are encouraged to explore the internet and your career interests. What you learn might surprise you.
- To complete this quest, you will submit a short summary of your adventures and what you learned about yourself in the process.

# Self Assessment

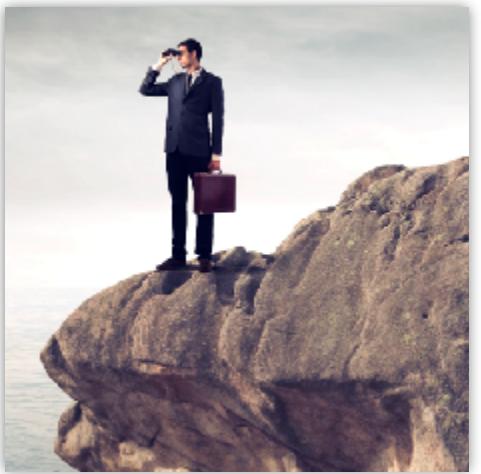
## Resources

- [https://www.careeronestop.org/ExploreCareers/Assessments/  
self-assessments.aspx](https://www.careeronestop.org/ExploreCareers/Assessments/self-assessments.aspx)
- MAPP (Motivational Appraisal Personal Potential) career assessment
  - <https://www.assessment.com/TakeMAPP>



# Exploration

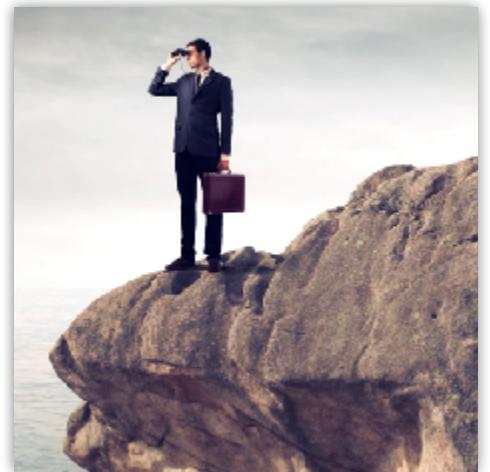
- Investigate companies and positions
- Speak with interns/employees in the same industry or at the company you're looking to apply
- Take advantage of the internet
- Informational Interviewing
- Apply for internships



# Super Engineer **QUEST**

- In this quest, you will conduct an informational interview with a person in a engineering speciality or firm you might want to apply for an internship or full time employment.
- If you are looking into graduate school, you could complete this quest with a current or recent graduate of a program you are thinking about applying.

# Exploration



**Career Services offers a robust selection of career-related resources:**

- Career information by field
- Career/major exploration resources
- Career-related experience: Internships, co-ops
- Job Search tool and strategies
- Online resources

# Exploration



- Devote blocks of time (2-3 hours) per week when job searching and filling out profiles.
- The job search can feel like another 4 credit course – plan accordingly.

# Exploration



## Resources

- <https://www.princetonreview.com/career-search>
- <http://career.excelsoir.edu/career-exploration/>

# Super Engineer **QUEST**

- In this quest, you will actively research the top 5 organizations you may want to apply for employment or internships or graduate school. These private and public organizations may or may not have current job openings.
- The purpose of this quest is to research organizations, not job listings. Not all jobs are posted, so in this quest, you will focus on the determining what you are looking for in an organization and what organizations fit those criteria.

# Preparation

- Resume Peer Review
- Mock Interviews
- Elevator Pitch



# Super Engineer **QUEST**

- In this quest, your task is to prepare for job interviews and how you will dress for success. You are encouraged to seek outside assistance in this quest from your friends and fashion experts.
- To complete this quest, you will need to assemble not one but three different outfits for interviews. Why three? You can't wear the same outfit to a second interview or you might be interviewing consecutive days thus unable to do laundry.

# Super Engineer **QUEST**

- In this quest, your task is to get your resume reviewed by either your instructor during office hours OR a career coach at Student Engagement & Career Development office @ Student Union.

# Preparation



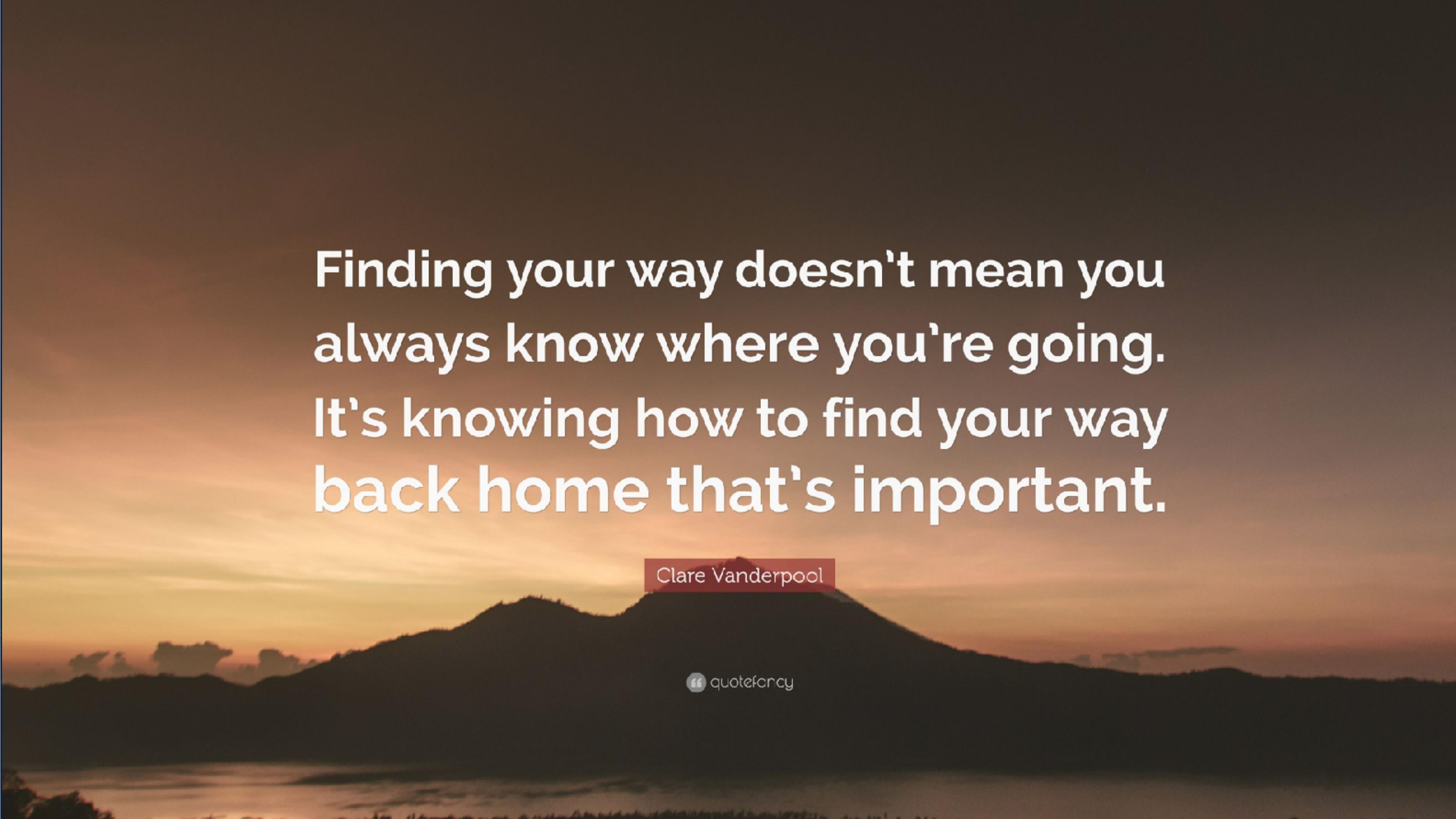
## Resources

- <https://career.arizona.edu>

# Finding opportunities



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**Finding your way doesn't mean you  
always know where you're going.  
It's knowing how to find your way  
back home that's important.**

Clare Vanderpool



## Job Listings



## Career Fairs



## Networking



## Campus Resources



## Websites



# Job Listings

- Search terms are key
- Minimal requirements
- Focusing on the position/title or a particular employer
- Not all opportunities are posted on job websites, corporate websites
- Internships can lead to job offers



# Career Fairs



- Career Fairs are opportunities for you to learn more about potential organizations as well as make impressions with recruiters
- Seek out community and campus career fairs
- Be prepared with your **elevator pitch**

# Career Fairs

- Fall Career Days “Virtual”
  - All Majors (Day 1)
  - STEM(Day 2) - Tuesday,
  - Non-Profit & Green Careers (Day 3)
- <https://career.arizona.edu/fallfair>



# Networking



- You should network as often as possible. Practice talking about your skills, background, and what you are looking for to become comfortable with your personal branding.
- Your network may include current/past employers, classmates, alumni, friends, family, student club members, faculty, co-workers, advisors, professional organization members, neighbors, employers you meet at Career Fairs, etc.

# Networking



- Help other professionals and students as you build your career.  
Share information that may assist another student.
- Tell people you know and network with that you are looking for a job, internship or would like career information. They are all potential members of your professional network.

# Campus Resources

- Suite 411 of the Student Union
- What they offer:
  - job search letter critiques, job search preparation, graduate & professional school planning and career exploration
  - Offer daily walk-in hours and 30 min. appointments (reserved)
  - Handshake lists full/part-time positions, internships, student employment, on/off campus jobs



# Campus Resources



- CareersEng listserv – great source of career-related information for Career Services events, engineering internships, fulltime jobs, employer campus visits, career workshops and seminars.
- Email [list@list.arizona.edu](mailto:list@list.arizona.edu) and include in body  
subscribe CareersEng

# Campus Resources



- **Campus Recruiting – Sept. 22 to Nov. 14**
  - Deadlines to submit your resume for employers begin now
  - Deadlines are 3-4 weeks before employers come on campus
  - Interviews conducted in the Career Services office



- <http://clubs.arizona.edu/~sce/>
- <http://engineering.arizona.edu/clubs>

# Web Resources



- <https://arizona.joinhandshake.com/>
- Excellent resource for UA students for on-campus and off-campus opportunities



- Take the next steps after Quest Headshot
- Make an online presence of your resume
- Connect with your classmates
- Recruiters and Hiring managers search professional networking sites for candidates



# Linked In

- Professional networking site
- Basic Profile Free, Paid options with more features
- Recruiters use LinkedIn to find candidates
- Post your resume (profile), job listings, interest groups
- Get endorsements and recommendations

