



AUBURN UNIVERSITY

CAREER CENTER

TIPS FOR A SUCCESSFUL PART TIME JOB SEARCH

- The ***Tiger Recruiting Link*** is an outstanding resource for Auburn University students. Many on-campus positions are posted on this site as well as part time jobs in the local community. To create a Tiger Recruiting Link account, go to: www.jobs.auburn.edu. From here, you can create a profile, upload a resume and other documents and search/apply for positions.
- Many on-campus positions are filled at the departmental level. Talk with staff in the specific administrative department where you're interested in working. Also, check departmental bulletin boards and websites. Some of the largest employers of students are the Ralph B. Draughon Library, Study Partners Tutoring Program, the Student Center, and Campus Recreation.
- On-campus jobs are competitive. To help yourself stand out, visit the administrative office of the department to which you are applying and deliver a resume. Dress nicely (business casual) and be prepared to give a brief overview of who you are and why you are interested in a position.
- Federal Work Study positions are available on campus for those who qualify. For more information, contact the Work Study Office in Student Financial Services at 334-844-6868.
- Local employers love to hire Auburn students! Many post positions on the ***Tiger Recruiting Link*** so check this website first. Employers also display "Now Hiring" signs, post in local newspapers, etc. Your best bet is to make a personal visit to the business in which you are interested in working. Dress appropriately and take a resume with you.
- For assistance with resume preparation, interview skills, job search strategies and more, contact the Auburn University Career Center.

HELPFUL LINKS

Tiger Recruiting Link: www.jobs.auburn.edu

Opelika Auburn News: www.oanow.com

Auburn Chamber of Commerce Job Board: www.auburnchamber.com

Opelika Chamber of Commerce: www.opelikachamber.com

Local Job Postings: www.glassdoor.com