



### Career Services Resources

- DISCOVER career assessment tool
- OCIS (Ohio Career Information System)
- Workshops on Career Planning
- The Career Resource Library
- Informational Interviews
- Career Fairs
- Résumé Preparation
- Internship Opportunities
- Résumé Information
- Résumé Writing and Interviewing Workshops
- Résumé Critiquing
- Mock Interviews
- On-Campus Interviews
- Job Vacancy Bulletins
- Individual Job Search Counseling

## Steps Toward Career Success

### First Year

- Clarify who you are and what you want through personal reflection and self assessment
- Meet with your Academic Advisor to come up with courses that meet your needs based upon your interest and goals
- Obtain a list of majors and minors and determine which ones interest you
- Ask professors, counselors, advisors, family and friends about their experiences in college and what path they took when deciding on a career
- Research majors/careers on the Internet and in the Career Services Library
- Get involved with clubs and organizations that interest you and match your career goals
- Begin identifying career options for your major
- Gather information from resources/interviews
- Begin building marketable leadership skills
- Seek out career-related work experience

### Second Year

- Add skills through activities and work
- Research employment for after graduation
- Establish a job search plan
- Initiate the job search plan
- Fine tune résumés and contact employers
- Prepare for interviews
- Utilize on-campus recruiting services



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