

Before Our Meeting...

Before you do any serious job hunting you need to take a realistic view of where you want to be and what you want to be doing. The following questions and spaces are to help you do that. Please fill them out and bring with you to our meeting so we can have a starting point.

What kind of jobs are you looking for?

List six jobs that fit your degree program

List locations you would like to work

List all the skills that you have which apply to these jobs

Research Time

Using the information from above begin looking for actual jobs that fit those criteria. Pay close attention for the following information:

What are the job requirements? (Found on the posting/advertisement)

What skill sets are they looking for? (Also found on posting)

Give an example of when you performed each of requirements you listed.

TIP: Use the “KIT” method: “Keep It Simple”