



Classroom to Careers: Transitioning from a Student to a Professional

CWIT Affiliates Professional Development Day

November 13, 2020

Diane Crump-Fogle

Career Center- careers@umbc.edu, 410-455-2216

What you Will Learn

- Invaluable career management techniques
- What technique leads to 80-97% of job offers
- How to make connections, uncover job openings and get referrals

Explore Majors and Career Paths

Career Insider powered by Vault

- Online Career Library with industry information and more

Sample Resumes by Major

<https://careers.umbc.edu/tools/samples-downloads/>

Links by Major

<https://careers2.umbc.edu/tools/links.php>

- Helpful career information for each major

Major Sheets

<https://careers.umbc.edu/tools/major-sheets/>

- Find out career possibilities with your major

What Can I Do With My Major?

WHAT CAN I DO WITH MY BIOLOGICAL SCIENCES DEGREE?

Using the Major Sheet:

- Large headings indicate **industry** area and subheadings indicate **employers** within that area.
- Use the titles to search for careers and related careers in order to explore your options within different areas of industry. Note that some career titles have multiple names for similar positions.
- An asterisk (*) notes that additional training (certification, graduate school, high level of experience) may be needed in order to obtain this career. Make sure to thoroughly research career pathways.

BIOTECHNOLOGY
Pharmaceutical Companies, Government Labs, Biotechnology Firms

- Lab Assistant
- Plant Breeder
- Quality Control
- Environmental Health & Safety Specialist
- Food & Drug Inspector
- Quality Control Lab Supervisor

Clinical Research

- Clinical Coordinator
- Technical Writer

Manufacturing and Production

- Production Planner/Scheduler
- Food Technologist

Regulatory Affairs

- Regulatory Affairs Specialist
- Compliance Analyst/Inspector

GENETICS
Universities, Government Labs, Biotechnology Firms

- Genetic Lab Technician
- Research Assistant

MICROBIOLOGY
Universities, Private Research Labs, Food/Chemical Companies

- Quality Assurance Technologist
- (Brewery) Lab Assistant

ZOOLOGY / MARINE & AQUARIUM SCIENCE
National/State Parks, Aquariums, Zoos

- Wildlife Resource Worker
- Animal Technician
- Volunteer Coordinator
- Animal Trainer
- Veterinary Assistant
- Game Warden

ENVIRONMENTAL SCIENCE
National/State Parks, Government, Environmental Organizations

- State Parks & Rec Worker
- Park/Forest Ranger
- Tour Guide/Educator
- Environmental Inspector
- Conservation Officer

WHAT CAN I DO WITH MY ENGINEERING DEGREE?

Using the Major Sheet:

- Large headings indicate **industry** area and subheadings indicate **employers** within that area.
- Use the titles to search for careers and related careers in order to explore your options within different areas of industry. Note that some career titles have multiple names for similar positions.
- An asterisk (*) notes that additional training (certification, graduate school, high level of experience) may be needed in order to obtain this career. Make sure to thoroughly research career pathways.

BIOPHARMACEUTICALS
Pharmaceutical Companies, Government Labs, Biotechnology Firms

- Lab Assistant
- Plant Breeder
- Quality Control
- Environmental Health & Safety Specialist
- Food & Drug Inspector
- Quality Control Lab Supervisor

Clinical Research

- Clinical Coordinator
- Technical Writer

Manufacturing and Production

- Production Planner/Scheduler
- Food Technologist

Regulatory Affairs

- Regulatory Affairs Specialist
- Compliance Analyst/Inspector

GENETICS
Universities, Government Labs, Biotechnology Firms

- Genetic Lab Technician
- Research Assistant

MICROBIOLOGY
Universities, Private Research Labs, Food/Chemical Companies

- Quality Assurance Technologist
- (Brewery) Lab Assistant

ZOOLOGY / MARINE & AQUARIUM SCIENCE
National/State Parks, Aquariums, Zoos

- Wildlife Resource Worker
- Animal Technician
- Volunteer Coordinator
- Animal Trainer
- Veterinary Assistant
- Game Warden

ENVIRONMENTAL SCIENCE
National/State Parks, Government, Environmental Organizations

- State Parks & Rec Worker
- Park/Forest Ranger
- Tour Guide/Educator
- Environmental Inspector
- Conservation Officer

WHAT CAN I DO WITH MY PSYCHOLOGY DEGREE?

Using the Major Sheet:

- Large headings indicate **industry** area and subheadings indicate **employers** within that area.
- Use the titles to search for careers and related careers in order to explore your options within different areas of industry. Note that some career titles have multiple names for similar positions.
- An asterisk (*) notes that additional training (certification, graduate school, high level of experience) may be needed in order to obtain this career. Make sure to thoroughly research career pathways.

PROFESSIONAL MENTAL HEALTH
Community Mental Health Centers, Government Agencies, Rehabilitation Centers, Religious-Affiliated Organizations, Residential Programs, Retirement Communities/Nursing Homes, Non-Profits, Shelters

- Addiction Counselor
- Case Manager
- Family Services Specialist
- Crisis Counselor
- Community Outreach Worker
- Residential Counselor
- Social Service Admin.
- Careworker
- Mental Health Counselor
- Rehabilitation Therapist
- Therapy Aide
- Eligibility Specialist

PERSONNEL/INDUSTRIAL PSYCHOLOGY/HUMAN RESOURCES
Businesses, Non-Profits, Employment Agencies, Government Agencies

- Benefits/EAP Coordinator
- Payroll Officer
- Interviewer
- Vocational Rehabilitation Counselor
- Job Developer
- Employee Relations Specialist
- Placement Specialist
- Training Specialist
- Recruiter
- Staffing Specialist
- Labor Relations Specialist
- Employment Consultant
- Compensation Specialist

DEVELOPMENTAL PSYCHOLOGY
Day Care Centers, Gov't Programs, Issue-Oriented Non-Profits, Hospitals

- Child Care Worker
- Head Start Coordinator
- Developmental Specialist
- Youth Counselor
- Child Life Specialist
- Research Assistant
- Adoption Case Worker
- Youth Counselor
- Child Life Specialist

BIOPSYCHOLOGY / RESEARCH
Government, Universities, Research Laboratories

- Lab Assistant
- Research Technician
- Research Assistant
- Research Analyst
- Statistical Analyst

PUBLIC POLICY
Congress / State Legislatures / Local Government

- Congressional Legislative Aide
- Legislative Research Assistant
- Policy Organizations (Issue-Oriented / Non-Profit / National Associations)
- Community Field Organizer
- Program Developer/Coordinator
- Community Relations Officer
- Political Organizer
- Office Manager

WHAT CAN I DO WITH MY VISUAL ARTS DEGREE?

Using the Major Sheet:

- Large headings indicate **industry** area and subheadings indicate **employers** within that area.
- Use the titles to search for careers and related careers in order to explore your options within different areas of industry. Note that some career titles have multiple names for similar positions.
- An asterisk (*) notes that additional training (certification, graduate school, high level of experience) may be needed in order to obtain this career. Make sure to thoroughly research career pathways.

DIGITAL ART/ANIMATION/INTERACTIVE MEDIA/GAME INDUSTRY

- Motion Imaging
- 3-D Artist
- 2-D Artist
- Compositor
- Story Board Artist
- Rigging
- Environment Artist
- Motion Graphics

PHOTOGRAPHY
Advertising Agencies, Magazines/Newspapers, Corporate Communications Department, Stock Houses, Hospitals, Museums, Publishing Houses, Camera/Film Stores

- Photographer's Assistant
- Creative Assistant
- Photojournalist
- Photographer's Assistant
- Photo Finishing/Professional Lab
- Photographic Supplies Sales Rep.
- Film Processing/Printing Specialist
- Wedding/Event Photographer
- Portrait Photographer
- Staff Photographer
- Product Photographer
- Fashion Photographer
- Forensic Photographer
- Darkroom Supervisor
- Lab Manager
- Studio Manager

GRAPHIC DESIGN / STUDIO/DIGITAL IMAGING

- Art Supplies Sales Representative
- Digital Graphic Artist
- Animation Development Coordinator
- Multimedia Production Coordinator
- Applied Art - Gov't (military, police), Publishers, Software Developers
- Freelance Artist
- Book Jacket Designer
- Signage Designer
- Packaging Designer
- Record Cover Designer
- Graphic Designer
- Catalog Designer
- Teacher/Instructor
- Hobby Shop Manager
- Custom Framer
- Computer Animator
- GUI Designer
- Web Designer
- Webmaster
- Web Content Developer
- Medical/Sales Representative
- Advertising Artist/Illustrator
- Children's Book Illustrator
- Paste Up Artist
- Architectural Renderer
- Promotional Designer
- Architectural Graphic Artist
- Classroom Sketch Artist
- Tour Guide
- Internet Artist
- Advertising Artist
- Illustrator
- Technical Illustrator
- Cartoonist
- Editorial Art Director
- Magazine Designer
- Fashion Designer
- Fashion Illustrator
- Graphic Card Artist
- Graphic Arts Assistant
- Document

MBTI



The most widely used personality inventory in the world, the MBTI, will provide you with insight about yourself in 4 areas:

1. How you energize and re-energize
2. How you perceive and acquire information
3. How you make decisions
4. How you prefer your external environment.

Knowing your own preferences can help you understand your strengths and the type of work environment and activities you might enjoy and thrive in.

GOAL=Match your personality to the work environment

THE BEST JOBS FOR EVERY PERSONALITY TYPE

We consulted the book "Do What You Are" and one of its authors, Paul Tieger, to determine five of the best jobs for each type of personality.

INTERACTION WITH WORLD

I **INTROVERTS** often like working alone or in small groups, prefer a more deliberate pace, and like to focus on one task at a time.

E **EXTROVERTS** are energized by people, enjoy a variety of tasks, a quick pace, and are good at multitasking.

ABSORPTION OF INFORMATION

S **SENSORS** are realistic people who like to focus on the facts and details, and apply common sense and past experience to come up with practical solutions to problems.

N **INTUITIVES** prefer to focus on possibilities and the big picture, easily see patterns, value innovation, and seek creative solutions to problems.

DECISION-MAKING

T **THINKERS** tend to make decisions using logical analysis, objectively weigh pros and cons, and value honesty, consistency, and fairness.

F **FEELERS** tend to be sensitive and cooperative, and decide based on their own personal values and how others will be affected by their actions.

ORGANIZATION

J **JUDGERS** tend to be organized and prepared, like to make and stick to plans, and are comfortable following most rules.

P **PERCEIVERS** prefer to keep their options open, like to be able to act spontaneously, and like to be flexible with making plans.

E S T J

Realists who are quick to make practical decisions.

1. Insurance sales agent
2. Pharmacist
3. Lawyer
4. Project manager
5. Judge

I S T J

Hard workers who value their responsibilities and commitments.

1. Auditor
2. Accountant
3. Chief financial officer
4. Web development engineer
5. Government employee

E S F J

Gregarious traditionalists motivated to help others.

1. Sales representative
2. Nurse/Healthcare worker
3. Social worker
4. PR account executive
5. Loan officer

I S F J

Modest and determined workers who enjoy helping others.

1. Dentist
2. Elementary school teacher
3. Librarian
4. Franchise owner
5. Customer service representative

E S T P

Pragmatists who love excitement and excel in a crisis.

1. Detective
2. Banker
3. Investor
4. Entertainment agent
5. Sports coach

I S T P

Straightforward and honest people who prefer action to conversation.

1. Civil engineer
2. Economist
3. Pilot
4. Data communications analyst
5. Emergency room physician

E S F P

Lively and playful people who value common sense.

1. Child welfare counselor
2. Primary care physician
3. Actor
4. Interior designer
5. Environmental scientist

I S F P

Warm and sensitive types who like to help people in tangible ways.

1. Fashion designer
2. Physical therapist
3. Massage therapist
4. Landscape architect
5. Storekeeper

E N T J

Natural leaders who are logical, analytical, and good strategic planners.

1. Executive
2. Lawyer
3. Market research analyst
4. Management/Business consultant
5. Venture capitalist

I N T J

Creative perfectionists who prefer to do things their own way.

1. Investment banker
2. Personal financial adviser
3. Software developer
4. Economist
5. Executive

E N F J

People-lovers who are energetic, articulate, and diplomatic.

1. Advertising executive
2. Public relations specialist
3. Corporate coach/Trainer
4. Sales manager
5. Employment specialist/HR professional

I N F J

Thoughtful, creative people driven by firm principles and personal integrity.

1. Therapist/Mental health counselor
2. Social worker
3. HR diversity manager
4. Organizational development consultant
5. Customer relations manager

E N T P

Enterprising creative people who enjoy new challenges.

1. Entrepreneur
2. Real estate developer
3. Advertising creative director
4. Marketing director
5. Politician/Political consultant

I N T P

Independent and creative problem-solvers.

1. Computer programmer/Software designer
2. Financial analyst
3. Architect
4. College professor
5. Economist

E N F P

Curious and confident creative types who see possibilities everywhere.

1. Journalist
2. Advertising creative director
3. Consultant
4. Restaurateur
5. Event planner

I N F P

Sensitive idealists motivated by their deeper personal values.

1. Graphic designer
2. Psychologist/Therapist
3. Writer/Editor
4. Physical therapist
5. HR development trainer

Career Assessments can help

Meyers-Briggs Type Indicator (MBTI)

- Provides insight on how users make decisions, interact with people, gather information, and gain energy. Facilitates exploration and understanding of an individual's choice of study, occupations, and work setting.

FOCUS 2

- Utilizes self assessment by allowing users to develop an accurate picture of their interests, work values, personality, skills, educational and leisure time preferences, and matches these to potential careers.

What Is Networking?

IT IS THE PROCESS OF...

- Making personal and professional connections and building relationships over time
- Gathering information about potential employers
- Uncovering job openings
- Getting personal referrals to other people who might provide information or job leads

Why Network?

- According to the U.S. Department of Labor, approximately **70%** of jobs are found through social and professional networks
- Networking allows you to break into the “hidden job market”



Preparation is Key!

- **Make A Good First Impression**
 - It's based on appearance and manner
 - Smile and act friendly (applies both virtually and in person)
- **Develop Your 30-Second Commercial**
- **PRACTICE, PRACTICE, PRACTICE!**

30-Second Commercial



What Is It?

- It's a personal introduction and an overview of your *education, experience, skills, strengths, accomplishments, and goals*
- Your goal is to get them to ask you for more information
- It helps you quickly and effectively market yourself to others based on *their* needs

30-Second Commercial

Elements Include...

- Identify who you are
- Highlight a few strengths, accomplishments, and ways you can add value
- Indicate areas of interest
- End by asking questions that will stimulate further conversation or action

The 30-Second Commercial

- Concise/ Clear
- Emphasize your strengths and connect them to the audience
- Use descriptive statements and specific examples
- State the kind of position/career you are seeking
- Project confidence, not need

The 30-Second Commercial

1. Greeting
2. Education
3. Experience
4. Interests
5. Strengths
6. Goals

30-Second Commercial

Additional Tips:

- Keep it concise.
- Always tailor it to the job or organization
- Practice saying it out loud so that it sounds natural.

30-Second Commercial

Example:

- Hello, my name is Barry Business. I am a junior at UMBC studying Financial Economics with an accounting certificate. I am interested in an accounting internship with your company.
- Currently, I am serving as the treasurer for the UMBC Accounting club where I have been effective in managing our budget for events, activities and out-reach programs.
- I am enthusiastic about helping others increase their financial literacy, and it appears that my interest mirrors your company's dedication to helping others navigate their tough financial situations.
- Would you happen to know anyone who would be interested in hearing more about my strengths and interests?



Activity

30-Second Commercial

- Now you try!
- Make your own 30-second commercial, perhaps with a specific position in mind
- Share your 30-second commercial with a colleague
- I will ask someone to share

Additional Tips for Effective Networking

- **Follow up with contacts**
- **Cultivate your network through periodic/ongoing contact**



Networking Etiquette

- **Honor the networking “code”: return other people’s phone calls if you want yours returned**
- **Call people when it’s convenient for them**
- **Follow up with requests for information – do what you say you will do**

Networking Etiquette

- **Send requested materials within one week**
- **Before using a person's name as a referral, get their permission**
- **Express your thanks to people who are helpful**
- **TURN YOUR CELL PHONE OFF**



How and With Whom Do I Network?

- **Contact people you know already, including your family's network**
- **Reach out by LinkedIn, email or phone, briefly introducing yourself and identifying your purpose**
- **Join and get involved with professional organizations related to your field of interest**

How and With Whom Do I Network?

- Attend networking events (Campus, departmental, and Career Center sponsored events – now virtual)

UMBC*works*

- Utilize your “professional” online presence



Linked ™

Informational Interviews

- A great way to gain information on an industry, company, or job
- Possible questions to ask:
 - What skills and/or personal characteristics are important to do well in this job?
 - What is a typical day like?
 - How competitive is this field?
 - What should I do before I graduate to make myself marketable?
 - Is there anyone else you would suggest I speak to?



LinkedIn 101 :

5 ways LinkedIn can help you help students build a professional brand and land a job

LinkedIn



How can LinkedIn be Useful to Me?



Build a Professional Online Presence: Profile



Add Connections with “Warm” Contacts and Alumni



Research Companies and Industries: Company Pages



Help Undecided Students Explore Opportunities



Find Relevant Jobs and Internships: Student Jobs Portal



Who Uses LinkedIn?



225M⁺

professionals



60K⁺

college and university
alumni groups



64%

outside the U.S.



150⁺

industries



30M⁺

students and recent grads



Executives from every

Fortune 500

company



2.9M⁺

companies

Build a Professional Online Presence: Profile

The image shows a screenshot of a LinkedIn profile page for Lindsey Evans. The profile is currently in edit mode, as indicated by the 'Done editing' button. The profile header includes the name 'Lindsey Evans', her current role 'Student at New York University', and her location 'Greater New York City Area | Marketing and Advertising'. The profile has 0 connections. The main content area is divided into sections: 'Activity', 'Background', and 'Summary'. The 'Background' section is currently active, showing a 'Summary' card with an 'Add a summary' button and an 'Experience' card with an 'Add a position' button. The right sidebar features a 'Recommended for you' section with cards for 'Experience', 'Photo', 'Skills', and 'Summary', each with a plus sign to add it. Below this is a 'You can also add...' section with a list of options: Projects, Languages, Publications, Organizations, Honors & Awards, Test Scores, Courses, Patents, Certifications, and Volunteering & Causes, each with a plus sign to add it. The top navigation bar includes the LinkedIn logo, a search bar, and links for Home, Profile, Network, Jobs, and Interests. The top right corner has links for Premium Solutions and Upgrade.



Profile Tips for Students

- Professional photo** of you alone
- Headline** with area of study and/or career ambitions
- Keyword-rich** summary that includes type of position you are seeking
- Inclusion** of volunteer activities, internships, and extracurricular
- Recommendations** from professors, advisors, internship colleagues and supervisors

Research Companies & Industries: Company Pages

The screenshot shows the LinkedIn search interface. At the top, there is a search bar with the text "Search..." and a magnifying glass icon. To the right of the search bar are links for "Advanced", "Premium Solutions", and "Upgrade". Below the search bar is a navigation menu with "Home", "Profile", "Network", "Jobs", and "Interests". The "Interests" dropdown menu is open, showing "Companies", "Groups", and "Influencers". Below the navigation menu is a "Companies Home" section with a "Search Companies" button and a search input field. The search input field contains the text "Company Name, Keywords, or Industry". To the right of the search input field is a "Search" button. Below the search input field is a "Followed Company Updates" section. The first update is from LinkedIn, titled "Are you leveraging your LinkedIn connections to get a leg up in job interviews?". The update includes a profile picture of a man in a suit, the text "Using LinkedIn to help during a job search boston.com", and a quote: "Q: I've had a good first interview at a company. I found that I share a connection on LinkedIn with the hiring manager. Would it be appropriate for that connection to call the hiring manager now before the second interview...". Below the quote are "Like (42)", "Comment", "Share", and "11 hours ago". Below the update is a comment box with the text "ann muange, Laurence Frabotta, and 40 others like this" and "Add a comment...". Below the comment box is an IBM update titled "IBM's Power 775 wins recent HPC Challenge". The update includes a profile picture of a man in a suit, the text "ibmresearchnews.blogspot.com", and a quote: "Starting out as a government project 10 years ago, IBM Research's high performance computing project, PERCS (pronounced 'perks'), led to one of the world's most powerful supercomputers, the Power 775. This July, the Power 775...". To the right of the search bar is a "Companies You May Want to Follow" section. The section contains a grid of company logos: greylockpartners, EXECUTIVES BY TRIESTE FOR, TOGETHERVILLE, Path, slideshare, LINKED INTO BUSINESS, nocn, and NATIONAL URBAN FELLOWS. Below the grid is a "Feedback | See more" link. Below the "Companies You May Want to Follow" section is an "Ads by LinkedIn Members" section. The first ad is titled "Are You a News Maven?" and includes a play button icon, the text "Get insights, tools, and techniques that can help you stay ahead", and a "Learn More" link. The second ad is titled "Tired of Prof Training?" and includes a State Farm logo, the text "Want a change? Become a State Farm® Agent & expand your earning potential!", and a "Learn More" link.

Research Companies & Industries: Groups

The screenshot shows the LinkedIn interface for the 'Creative Intensive Network' group. A navigation menu is overlaid on the top, with 'Groups' highlighted. The group page features a search bar, navigation tabs (Home, Profile, Network, Jobs, Interests, Companies, Groups, Influencers), and a main content area with a discussion starter, 'Manager's Choice' section, and 'Latest Updates' section.

Navigation Menu: Home, Profile, Network, Jobs, Interests, Companies, Groups, Influencers

Group Header: Whitepaper: UX Testin... ching user-friendly applications. Download now to learn more.

Group Name: advertising creatives Creative Intensive Network - For All Advertising Creatives

Start: Discussion | Poll

Manager's Choice: Please Help Flag Inappropriate / Promotion / Job Posts on The Creative Intensive Network (LinkedIn) - Assaf Avni

Latest Updates: Bob Barnwell, MBA started a discussion: Senior Art Director Position in Johnson City, TN; Jonathan Tran likes this discussion by Raymond Wong The Bad Creative Director's Playbook; Kirstie Satchwell started a discussion: Photoshop Gurus go wild.

Most Popular Discussions: The Bad Creative Director's Playbook - Guy Johnson 2 days ago

Help Undecided Students Explore Opportunities

The screenshot shows a LinkedIn search for "video games" with 264,859 results. The search bar and the "video games" input are highlighted with a blue box. A yellow box highlights the "Expanded" view option in the search filters. A blue box highlights the profile of Jason Wonnell, a Graphic Designer at Attitude Designs. The left sidebar shows filters for "All Companies" (with a list including Electronic Arts, Ubisoft, Microsoft, Gameloft, and Blizzard), "All LinkedIn Members" (with connection levels), and "All Locations" (with a list including United States, United Kingdom, Canada, etc.). The right sidebar features "Premium Search" and "Top Media Design MFA" ads.

Search: video games 264,859 results Sort by: Relevance View: Expanded Save Search

Jon McDonald (1st)
Graphic Designer and Illustrator
Greater Chicago Area · Graphic Design
43 connections
Current: Freelance at JMcDesigns
Past: Graphic Design Assistant at ... more
Groups: CONCEPT ARTIST · Graphic Design ... more
21 shared connections · Similar · 43

Ben Severs (1st)
Artist at Black Lantern Studios - Graphite Lab
Greater St. Louis Area · Graphic Design
80 connections
Current: Artist at Black Lantern Studios - ... more
Past: Web Manager/Designer at Beaver ... more
Groups: Graphic design & art director · ... more
37 shared connections · Similar · 80

Nicholas Schloz (1st)
Assistant Director of Admissions at The Illinois Institute of Art - Chicago
Decatur, Illinois Area · Marketing and Advertising
92 connections
Current: Assistant Director of Admissions at... more
Past: Freelance Designer at Desert Rose ... more
Groups: Desert Rose Design
24 shared connections · Similar · 92

Jason Wonnell (1st)
Graphic Designer at Attitude Designs
Greater St. Louis Area · Higher Education
149 connections
Current: Graphic Designer at Attitude ... more
Past: Artist, Designer at SIU Carbondale
Groups: Freelance Graphic Artist · Graphic ... more
35 shared connections · Similar · 149

James Mulvenon (2nd)
Graphic Designer at The Marlin Company

Basic
Expanded

Premium Search
Find the right people in half the time

Premium Search Tools
• Premium filters
• Automatic search alerts
• Full profile access
Upgrade

or Learn more

Ads by LinkedIn Members

Top Media Design MFA
Media Design Master of Fine Arts. Focus on Strategy of Design. Free Info

Custom Stickers
We Print High Quality Vinyl Stickers For Bands, Artists & More.

UChicago DROID

Utilize the LinkedIn Alumni Tool

<https://www.linkedin.com/school/university-of-maryland-baltimore-county/people/>

The screenshot displays the LinkedIn Alumni Tool interface for San Jose State University. The top navigation bar includes 'Home', 'Profile', 'Contacts', 'Groups', 'Jobs', 'Inbox', 'Companies', 'News', and 'More'. The search bar is set to 'People' and shows 'San Jose State University' as the selected school. Below the search bar, there are filters for 'Attended' (1990 to 2012) and 'Include people with no dates'. The main content area is divided into three sections: 'What they studied', 'What they're skilled at', and 'How you are connected'. The 'What they studied' section lists fields like Business, Management, Marketing, and Engineering. The 'What they're skilled at' section lists skills like Microsoft Office, Excel, PowerPoint, and Word. The 'How you are connected' section shows connection counts for 1st, 2nd, and 3rd+ connections. Below these sections, a grid of 6 alumni profiles is displayed, including James Hernandez, Elizabeth Thompson, David Lee, John Smith, Anthony Garcia, and Lisa Adams, each with a 'Send Message' button and shared connection count.

What they studied	What they're skilled at	How you are connected
Business, Management, Marketing, and	Microsoft Office	1st Connections
Engineering	Microsoft Excel	2nd Connections
Business Administration, Management	PowerPoint	Group Members
Computer and Information Sciences and	Customer Service	3rd + Everyone Else
Business Administration and Management	Microsoft Word	

Alumni Profile	Shared Connections
James Hernandez (1st)	17 shared connections
Elizabeth Thompson (1st)	1 shared connection
David Lee (1st)	1 shared connection
John Smith (1st)	8 shared connections
Anthony Garcia (1st)	2 shared connections
Lisa Adams (1st)	2 shared connections

LinkedIn Alumni Tool cont'd

1. Browse schools

Change school ▾

Your schools

- Carnegie Mellon University, 2003-2004
- University of California, Los Angeles, 1995-1999
- Saint Francis High School, 1991-1995

Similar schools

- University of Southern California
- University of California, Santa Barbara
- University of California, Berkeley
- University of California, Irvine
- Cornell University
- Northwestern University

Browse by name 🔍

2. Find an interesting major

What they studied

Computer and Information Sciences and Systems	119
Computer Science	117
Engineering	72
Social Sciences	45
Computer Engineering	39

mech x

- Mechanical Engineering
- Mechanics and Repairers, General
- Mechanical Engineering Related Technologies/Technicians
- Engineering Mechanics
- Mechatronics, Robotics, and Automation Engineering
- Mechanical Engineering/Mechanical Technology/Technicians

3. See where those alumni are working now

Where they work

Northrop Grumman Corporation	13
Raytheon	9
Boeing	7
Boeing Satellite Systems	7
Intel Corporation	4

See more 🔍

Find Relevant Jobs and Internships: Student Jobs: <https://www.linkedin.com/jobs/search/?keywords=student%20job>



JOBS FOR STUDENTS AND RECENT GRADUATES

All superstars start somewhere.

You know where you're going. Find a job where you can make an impact.

Search thousands of **student internships** and **jobs for graduates** on LinkedIn.

What kind of job are you looking for?

- Any Job Function
- Accounting/Auditing
- Administrative
- Advertising
- Analyst
- Art/Creative
- Business Development
- Consulting
- Customer Service
- Design
- Distribution
- Education
- Engineering
- Finance
- General Business
- Health Care Provider
- Human Resources

RECENT OPPORTUNITIES

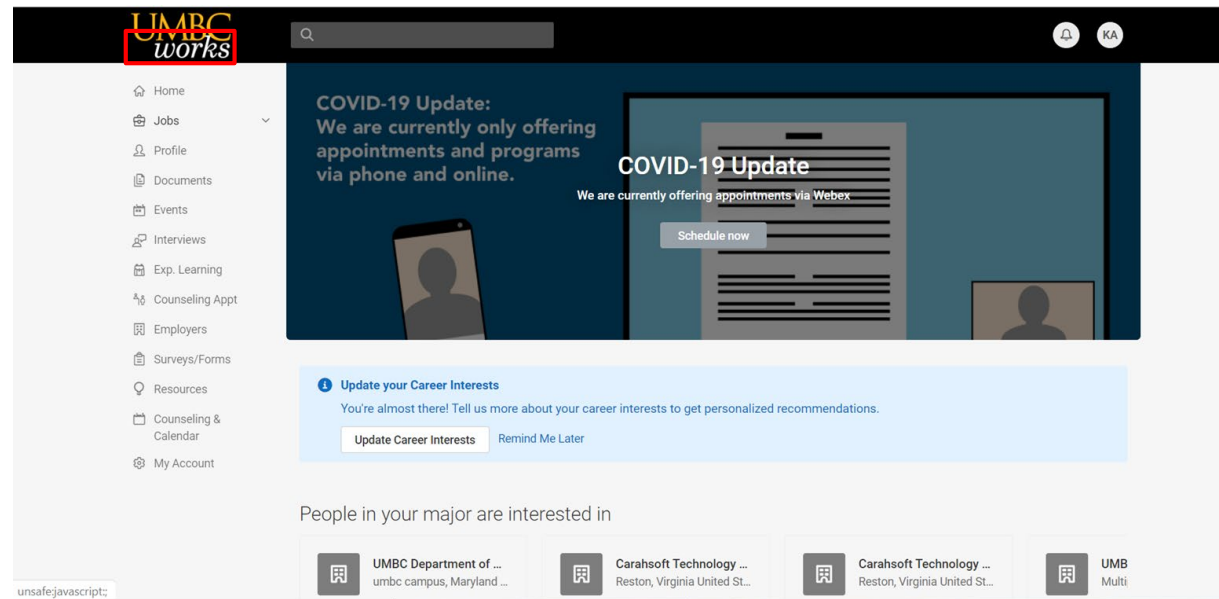
COMPANIES

veinVclinics
of America.
An IntegraMed[®] Specialty

Marketing Intern
Vein Clinics of America - Greater Chicago Area
June 5, 2013

Job Searching Using UMBCworks

- Login to UMBCworks using your myUMBC login information.
- Click on Jobs



The screenshot displays the UMBCworks website interface. At the top left is the UMBCworks logo. A search bar is located at the top center. On the top right, there are user profile icons labeled 'KA'. A left-hand navigation menu includes links for Home, Jobs, Profile, Documents, Events, Interviews, Exp. Learning, Counseling Appt, Employers, Surveys/Forms, Resources, Counseling & Calendar, and My Account. The main content area features a large blue banner with the text 'COVID-19 Update: We are currently only offering appointments and programs via phone and online.' and a 'Schedule now' button. Below this is a light blue box with the heading 'Update your Career Interests' and the text 'You're almost there! Tell us more about your career interests to get personalized recommendations.' with buttons for 'Update Career Interests' and 'Remind Me Later'. At the bottom, a section titled 'People in your major are interested in' shows three job listings: 'UMBC Department of ... umbc campus, Maryland ...', 'Carahsoft Technology ... Reston, Virginia United St...', and 'Carahsoft Technology ... Reston, Virginia United St...'. A fourth listing for 'UMB Multi' is partially visible. A small 'unsafejavascript;' error message is visible in the bottom left corner of the browser window.

1. UMBCworks

2. Search by job function

The screenshot displays the UMBCworks website interface. At the top left is the UMBCworks logo. A search bar is located at the top center. A navigation menu on the left includes links for Home, Jobs, and various job search resources. The 'Jobs' section is expanded, and 'UMBCworks' is highlighted with a red box. A red arrow points from this box to the 'Jobs' section of the main content area. Below the navigation menu, there are search filters for 'All Jobs & Interviews', 'Position Type', 'Job Function', and 'More Filters'. The 'Job Function' dropdown menu is open, showing a list of job functions: Quality Control, Reporting, Research (highlighted with a red box), Risk Management, Sales, Sciences, and Scientist. A red arrow points from the 'Job Function' filter to the 'Research' option. The main content area shows a list of job results, including 'Assistant Division Chief, Or...' and 'Direct Support Worker - Res...'. On the right side, there are options for 'Date Posted' and 'Show 20'.

Search by Major on UMBCworks

1. Click on “more filters”

2. Search Desired Major

The screenshot shows the UMBCworks job search interface. The top navigation bar includes the UMBCworks logo, a search bar, and user profile icons. The left sidebar contains navigation links such as Home, Jobs, and Profile. The main content area features a search bar with a 'Keywords' field and a 'Location' dropdown set to '25mi'. Below the search bar are filters for 'Show Me', 'Position Type', 'Job Function', and 'More Filters'. The 'More Filters' dropdown is highlighted with a red box and an arrow from the text '1. Click on “more filters”'. The 'More Filters' dropdown is open, showing options for 'Exclude' (with checkboxes for 'Exclude Nationwide Jobs' and 'Exclude Jobs I've Applied For'), 'Posted Date' (with radio buttons for 'Any time', 'Past month', 'Past week', and 'Past 24 hours'), and 'Work Term' (with a search bar). The 'Desired Majors' section is also visible, with a 'History' dropdown menu open, showing a list of majors including 'Graphic Design', 'Health Administration and Policy', 'Health Information Technology', 'Health Science and Policy', 'History', 'Honors College', 'Information Systems', 'Instructional Systems Development', and 'Intercultural Communications'. The 'History' option is selected with a checkmark. An arrow from the text '2. Search Desired Major' points to the 'History' dropdown menu.

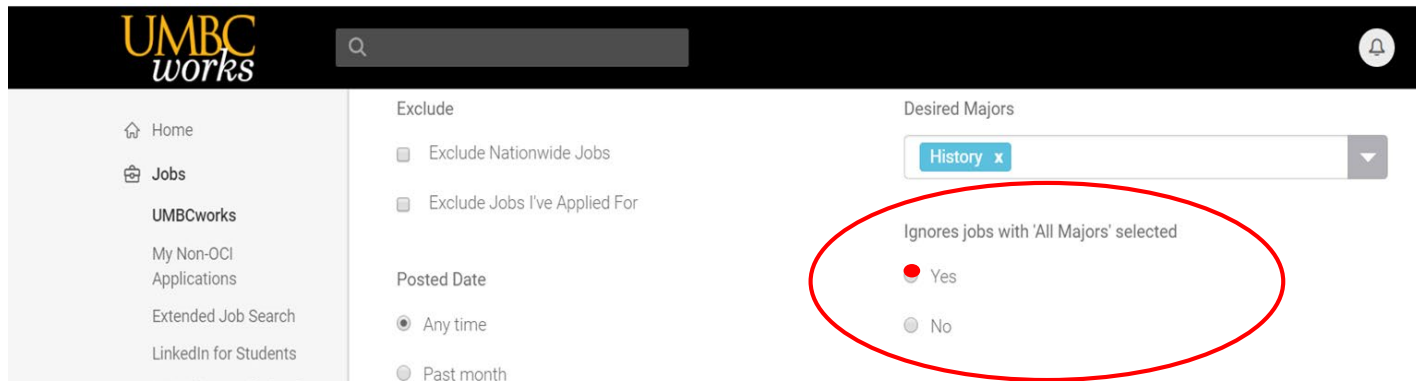
UMBCworks Contin... Scroll Down and Hit Apply

3. After selecting major, scroll down and hit "Apply"

The screenshot shows the UMBCworks job search interface. The top navigation bar includes the UMBCworks logo, a search bar, and user profile icons. A left sidebar contains navigation links such as Home, Jobs, My Non-OCI Applications, and Profile. The main content area is divided into several filter sections: 'Exclude' (with checkboxes for 'Exclude Nationwide Jobs' and 'Exclude Jobs I've Applied For'), 'Posted Date' (with radio buttons for 'Any time', 'Past month', 'Past week', and 'Past 24 hours'), 'Work Term' (with a search bar and a list of 'Fall 2013' and 'Fall 2014'), 'Desired Majors' (with a dropdown menu showing 'History'), 'Ignores jobs with 'All Majors' selected' (with radio buttons for 'Yes' and 'No'), 'Apply By' (with radio buttons for 'Any time', 'Next 24 hours', 'Next week', and 'Next month'), and 'Compensation Type' (with a dropdown menu showing 'Hourly'). At the bottom right, there are three buttons: 'Clear', 'Cancel', and 'Apply'. A red arrow points from the text 'Hit Apply' to the 'Apply' button.

UMBCworks Continued...

- Some employers accept all majors
- To screen out these jobs click on “more filters”
“ignore all majors” “YES”

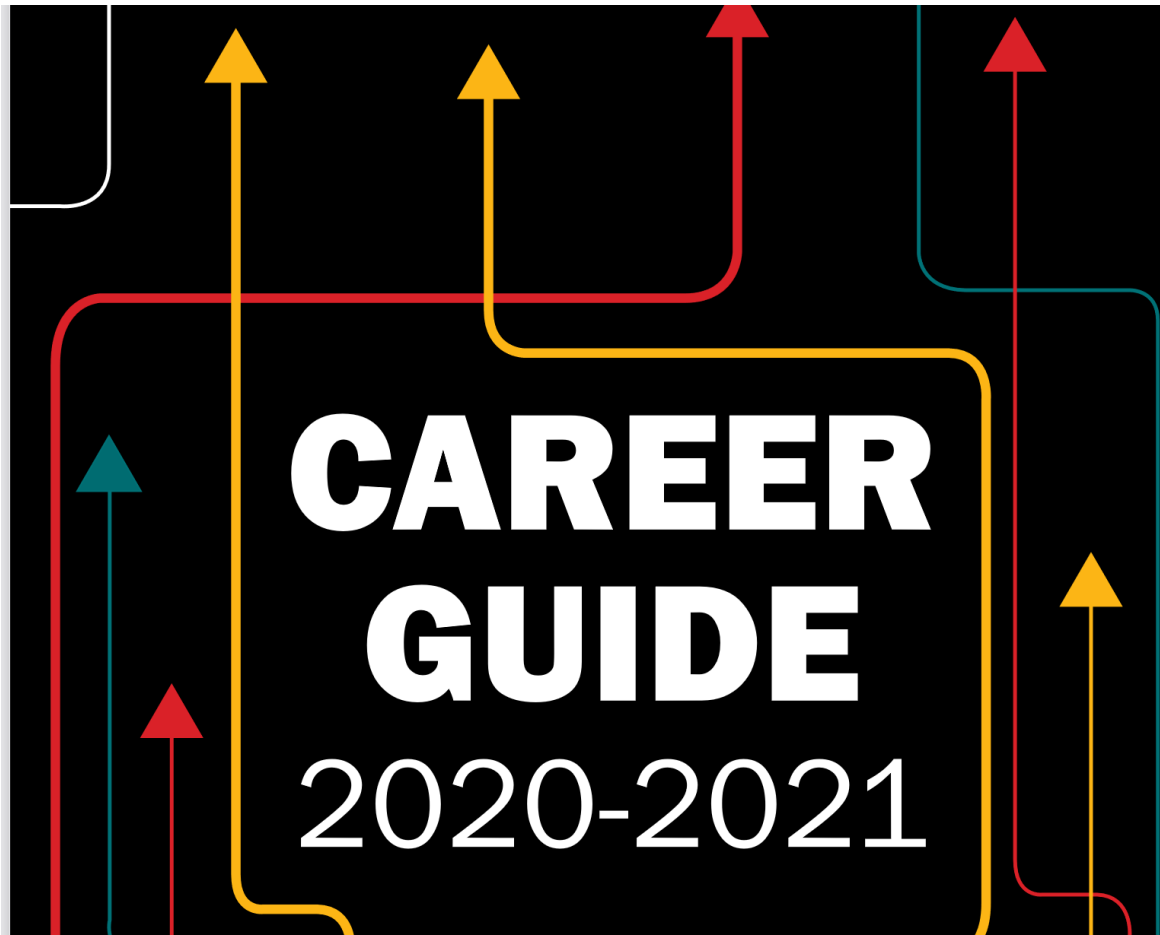


The screenshot shows the UMBCworks website interface. The top navigation bar includes the UMBCworks logo, a search bar, and a notification bell. The left sidebar contains navigation links: Home, Jobs, UMBCworks, My Non-OCI Applications, Extended Job Search, and LinkedIn for Students. The main content area is divided into three sections: 'Exclude' with checkboxes for 'Exclude Nationwide Jobs' and 'Exclude Jobs I've Applied For'; 'Posted Date' with radio buttons for 'Any time' (selected) and 'Past month'; and 'Desired Majors' with a dropdown menu showing 'History x' and a section titled 'Ignores jobs with 'All Majors' selected' containing radio buttons for 'Yes' (selected) and 'No'. A red circle highlights the 'Ignores jobs with 'All Majors' selected' section.

Job Search Through Vault

The screenshot shows the Vault website's main page. At the top left is the Vault logo. To the right, it says "Access provided by University of Maryland, Baltimore County" and "Log In". Below this is a navigation bar with links: "Research Companies", "Explore Internships", "Tips & Resources", "Find Schools", "Vault Guides", and "Jobs". A search icon is on the far right. The main content area has a background image of skyscrapers. The heading "Career Intelligence" is centered, with a subtext: "Find out what it's really like to work within an industry, company, or profession, and how to position yourself to start, advance, or change your career." Below this are three tabs: "Companies", "Internships", and "Advice". A search bar contains a magnifying glass icon, the text "Keyword or Title", a dropdown menu set to "All Industries", and a "Search" button. Below the search bar is the heading "Start Working on Your Career". Three cards are displayed: 1. "Company Rankings" with a "Vault Top Ranked 2018" badge, description "The best places to work, as rated by employees of those firms.", and a "View Rankings" button. 2. "Company Reviews" with a photo of people in an office, description "Read reviews from thousands of verified employees of top companies.", and a "Research Companies" button. 3. "Internship Programs" with a photo of two people, description "The best internships in the country, as rated by interns at those programs.", and an "Explore Internships" button.

<https://careers2.umbc.edu/tools/guide.pdf>



Skills to Leverage on Resume

- Major Accomplishments
- Foreign Languages
- Professional Development
 - Conferences
 - Seminars
 - Presentations
- Study Abroad Experiences

Examples of Accomplishment-Based Statements

- **Provide** an exceptional level of **customer service** in all forms of patron interaction, including phone, e-mail, and face-to-face.
- **Reconcile** the daily sales through the cash register, including the printing of receipt **reports**, **accounting** for all daily sales and filling out proper deposit **paperwork**.
- **Supervise** the **logistics** of events including security, ticket sales, entrance and crowd control, readmission guidelines and event set-up.
- **Generate ideas and strategies** to improve the appearance and services of the Commons and University Center.

Virtual Services

- The Career Center is still open!
- All appointment types are still available virtually through Webex
- Resume Reviews are available via email in lieu of drop-in hours
- Send your resume to resumereviews@umbc.edu to get your resume reviewed and approved by a Career Peer

Schedule an Appointment

1 Topics

- Career Center
- Academic & Student Support
- Arts, Culture & Entertainment
- Business & Personal Finances
- Books, Goods & Services
- Classes & Grades
- Community News & Opinion
- Computing & Technology
- Diversity
- Facilities & Operations
- Financial Services & Accounting
- Food & Dining
- Health, Wellness & Safety
- Human Resources

2 Jobs & Internships

- Parking & Transportation
- Professional Development
- Research & Grants
- Teaching & Learning

3 UMBCworks

UMBCworks provides on-campus jobs, internships and research opportunities.

UMBCworks

Academic Internship or Research Positions

Career Center

UMBC.edu Mathematics/Psychology 212 (map)

It's more than just finding a job or internship; the Career Center is here to help you identify your strengths, find your fit and connect with employers for internships, full-time, part-time and on-campus jobs.

Career Assessments – FOCUS2, WorkFound & iQBTI

Contact Us

Explore Careers & Majors

Find an Internship or Job

Human Resources

UMBC.edu Administration 532 (map)

Additional Resources

- Local/County Employment Agencies & Services
- Obtaining Internship Credit

News Feed

University of Maryland, Baltimore County has made an announcement
Internship Registration Drop-In Day at The Career Center

WANTED INTERNS!

WEDNESDAY, February 24 from 10am to 2pm: Add your Spring 2016 internship transcript by simply dropping into the Career Center (2nd Floor Math/Psyc)! Bri we'll help you find your options for credit and recognition. Questions? Call 410-410-4100

All Spring positions must be registered by March 3 - no retroactive registrations

University of Maryland, Baltimore County has made an announcement
Make Your Appointment Online to See Us!

Schedule Appointment

- **Online:** UMBCworks
- **By Phone:** (410) 455-2216

Where to Find Us

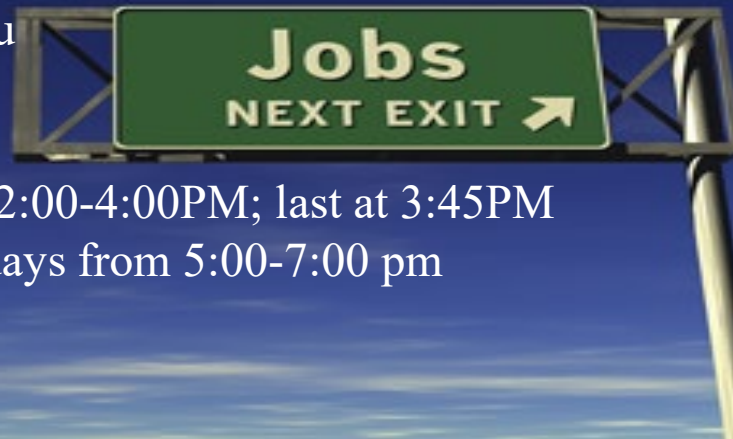
CAREER CENTER

Math/Psych 201

(410) 455-2216

careers@umbc.edu

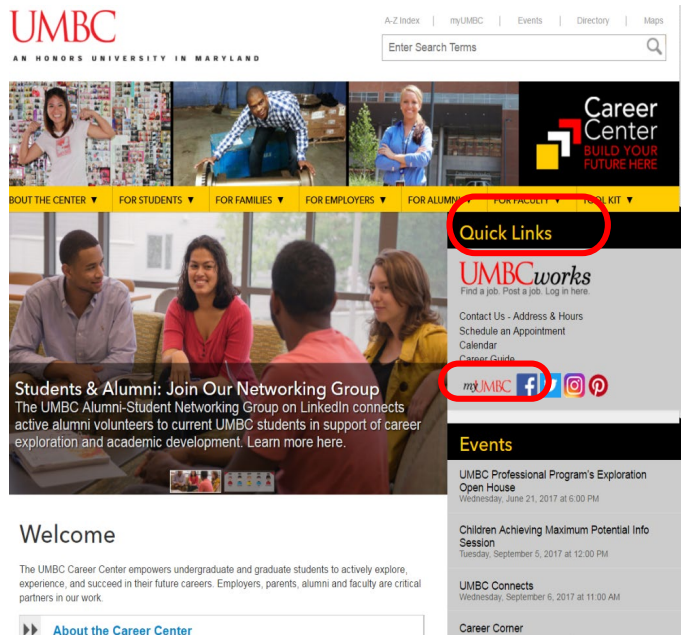
careers.umbc.edu



Drop-ins: M-Fri., 2:00-4:00PM; last at 3:45PM

Late Hours: Tuesdays from 5:00-7:00 pm

Find All Career Events Here



UMBC AN HONORS UNIVERSITY IN MARYLAND

A-Z Index | myUMBC | Events | Directory | Maps

Enter Search Terms

Quick Links

- UMBCworks
- Contact Us - Address & Hours
- Schedule an Appointment
- Calendar
- Career Guide

Students & Alumni: Join Our Networking Group
The UMBC Alumni-Student Networking Group on LinkedIn connects active alumni volunteers to current UMBC students in support of career exploration and academic development. Learn more here.

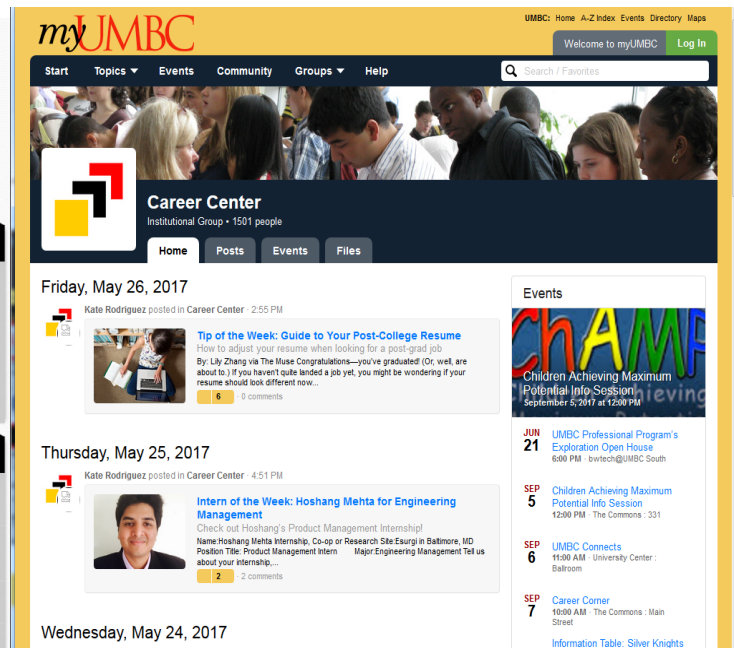
Events

- UMBC Professional Program's Exploration Open House
- Children Achieving Maximum Potential Info Session
- UMBC Connects

Welcome

The UMBC Career Center empowers undergraduate and graduate students to actively explore, experience, and succeed in their future careers. Employers, parents, alumni and faculty are critical partners in our work.

[About the Career Center](#)



myUMBC

Welcome to myUMBC Log In

Start Topics Events Community Groups Help

Search / Favorites

Career Center
Institutional Group • 1501 people

Home Posts Events Files

Friday, May 26, 2017

Kate Rodriguez posted in Career Center • 2:55 PM

Tip of the Week: Guide to Your Post-College Resume
How to adjust your resume when looking for a post-grad job
By Lily Zhang via The Muse Congratulations—you've graduated (or, well, are about to.) If you haven't quite landed a job yet, you might be wondering if your resume should look different now...

Thursday, May 25, 2017

Kate Rodriguez posted in Career Center • 4:51 PM

Intern of the Week: Hoshang Mehta for Engineering Management
Check out Hoshang's Product Management internship!
Name: Hoshang Mehta Internship, Co-op or Research Site: Esurg in Baltimore, MD
Position Title: Product Management Intern Major: Engineering Management Tell us about your internship...

Wednesday, May 24, 2017

Events

- JUN 21 UMBC Professional Program's Exploration Open House 6:00 PM - bwiesh@UMBC South
- SEP 5 Children Achieving Maximum Potential Info Session 12:00 PM - The Commons : 331
- SEP 6 UMBC Connects 11:00 AM - University Center : Baltimore
- SEP 7 Career Corner 10:00 AM - The Commons : Main Street

Information Table: Silver Knights

Get Connected – Stay Connected

facebook

facebook.com/UMBCcareers

twitter.com/UMBCcareers



Follow us!



Follow us in MyUMBC

UMBC
works

Events Tab for Workshops &
Information Sessions



www.instagram.com/umbccareers/



Read the Jobs-Internships and Events &
Opportunities emails each week

