



# job search strategies





career development

MACAULAY HONORS COLLEGE



# Getting a Job

1. Who can help you? 
2. Identify your skills?
3. Create your resume and cover letter
4. Do your research and stay organized 
5. To apply or not to apply
6. The selection process
7. Preparing for the interview
8. Following up

We're going to focus on *finding* opportunities



# Networking

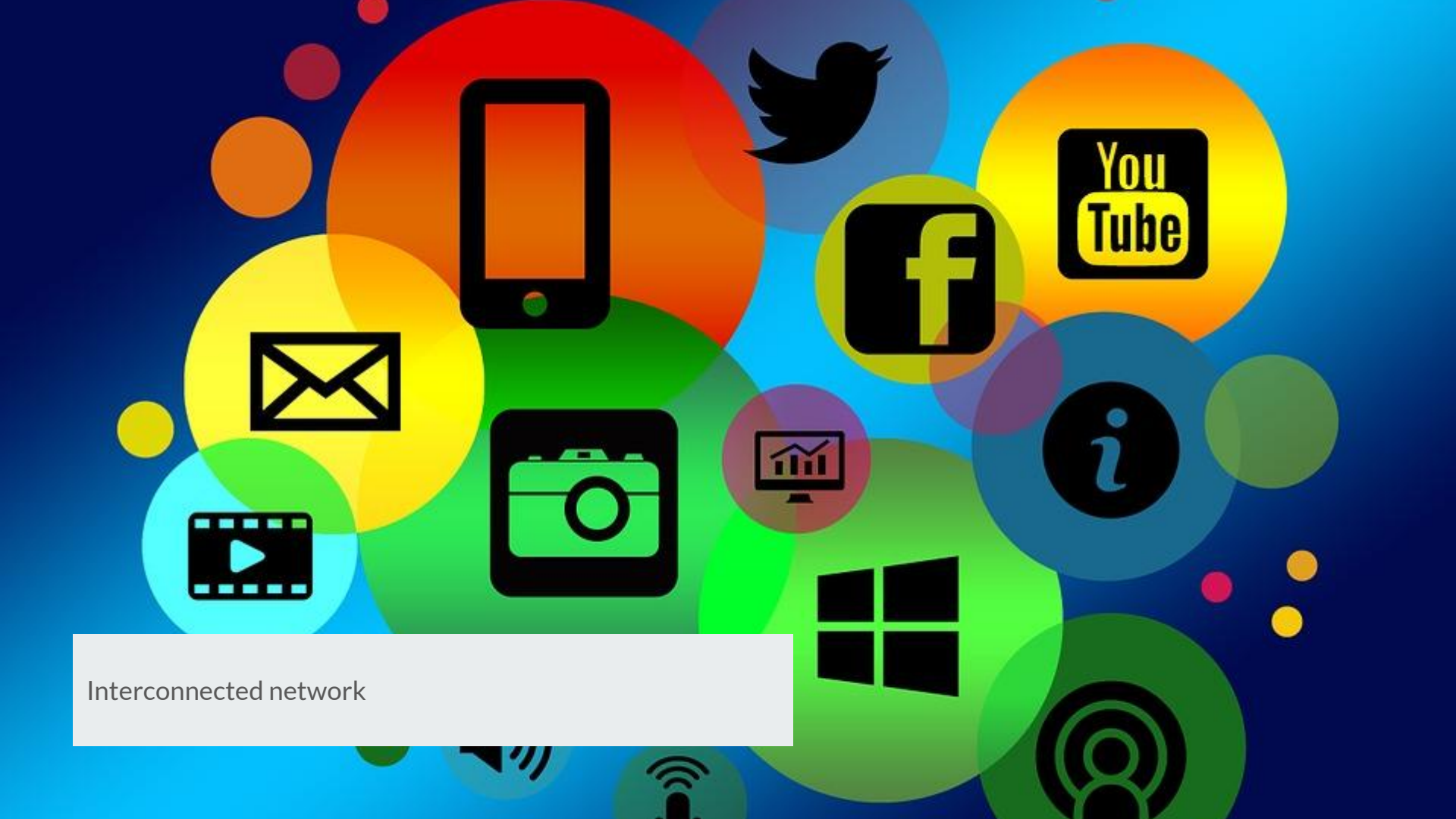
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“At least 70 percent, if not 80 percent, of jobs are not published. And yet most people...[spend] 70 or 80 percent of their time surfing the net versus getting out there, talking to employers, taking some chances [and] realizing that the vast majority of hiring is friends and acquaintances hiring other trusted friends and acquaintances.”

Matt Youngquist, President of Career Horizons - Payscale



1. Tell everyone (e.g. family, friends, peers, professors...even the cashier at the grocery store)
2. Macaulay Alumni Mentoring Program
3. LinkedIn (Find something in common)
4. Career Fairs
5. And other professional events (e.g. expos, conferences, meetups, competitions, etc.)



Interconnected network

looking  
for  
a  
job

# Our Top Picks

**LinkedIn**

<https://www.linkedin.com/jobs/>

**Handshake**

[mhc.joinhandshake.com](https://mhc.joinhandshake.com)

**Company Website**

...





# Handshake

Resources: [How to Search for Jobs on Handshake](#) and [Macaulay CareerPath](#)

# Why should you use **Handshake?**

## 01

### **Get hired**

Discover and land jobs and internships.

## 02

### **Get discovered**

Get messaged by employers that want to hire you.

## 03

### **Get connected**

Connect with your peers for tips and advice.

## 04

### **Get it all in one place**

From career-building resources to events on your campus.

GET HIRED

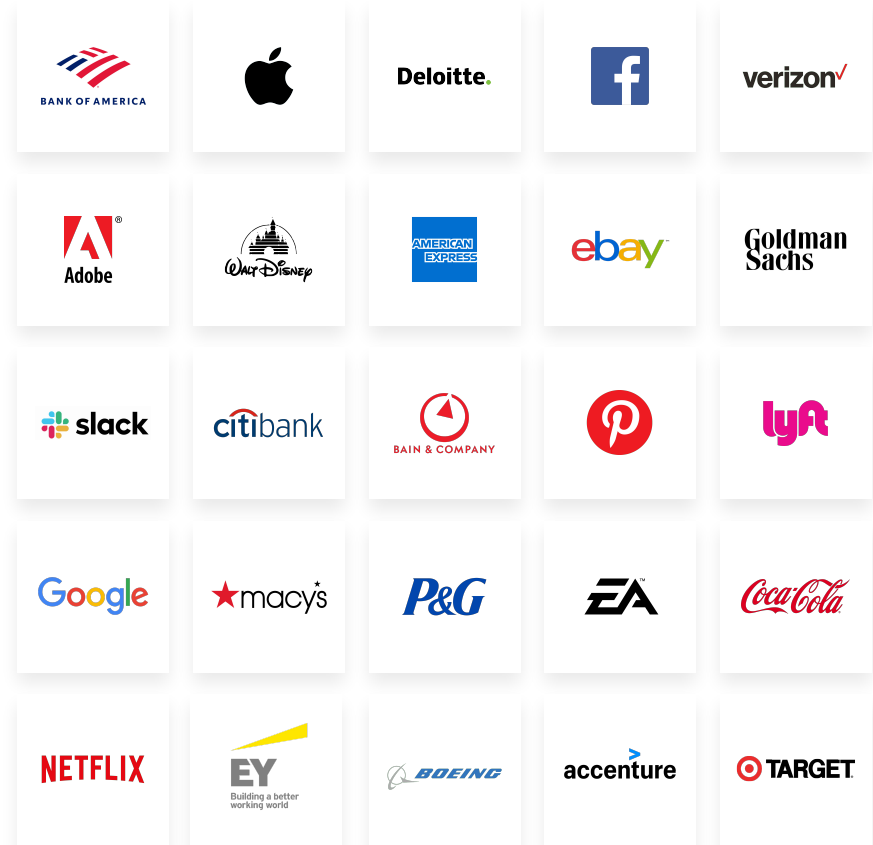
# Where do you want to go?

550K

Employers of all shapes and sizes

100%

Of the Fortune 500



GET HIRED

# Jobs and internships for every path

3.5 million

Jobs and internships in every industry

50

States

165

Countries

## Business & Finance



## Technology



## Creative



## Humanitarian



## Natural Science



## Out of this World



GET DISCOVERED

# Employers are actively searching for students

1  
3

25,000

Searches for students per month



NETFLIX



Deloitte.

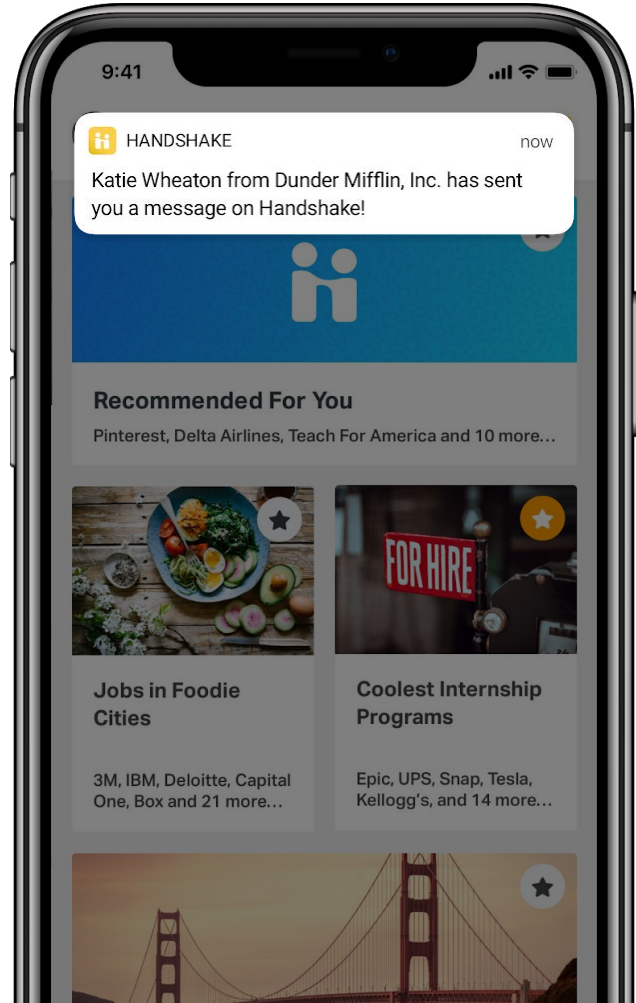
GET DISCOVERED

# The career search is not a one-way street

Complete your profile. Students with a full profile are 5x as likely to be messaged by employers.

**5x**

As likely to get reached out to



GET IT ALL IN ONE PLACE

# Meet employers at events on campus

Employers regularly host events on campus. Don't miss out on the opportunity to meet with them – whether it is a career fair, info session, on-campus interview, or even a coffee chat.

The screenshot displays the Handshake 'Upcoming Events' page. At the top, there is a navigation bar with the Handshake logo, a search bar, and links for Jobs, Events, Q&A, Messages, Career Center, and a user profile for Samhita. Below the navigation bar, the page is titled 'Upcoming Events' and includes sub-navigation for 'Upcoming Events', 'Event Search', 'Fair Search', and 'Calendar'. A secondary navigation bar contains buttons for 'Search Events', 'Find Career Fairs', 'Request Appointments', and 'Explore Jobs'. The main content area is divided into three sections: 'Events today', 'Events this week', and 'Events in the future'. Each section lists events with their respective logos, titles, dates, times, and locations. For example, under 'Events today', there is a 'Prudential Student Webinar Series' on March 14th, 2019, and 'Graduate Student Document Writing Days for Job Applications' on June 26th, 2019. Under 'Events this week', there is a 'J.P. Morgan Corporate & Investment Bank Online Academy' on June 25th, 2019, and an 'Oliver Wyman Summer Reception' on June 27th, 2019. Under 'Events in the future', there is another 'Graduate Student Document Writing Days for Job Applications' on July 1st, 2019. The right sidebar provides personalized recommendations for 'Your Upcoming Events', 'Your Upcoming Appointments', 'Your Upcoming Career Fairs', and 'Your Upcoming Interviews', each with a 'Find some events' or 'Apply to some jobs' button.

GET STARTED: STEP 1

# Download the app

Search for “Handshake” on the App Store or  
Google Play.

12.4K reviews



Or, visit:

[mhc.joinhandshake.com](https://mhc.joinhandshake.com)







# Job Search by Industry

**Accounting** - [accountingjobstoday.com](https://accountingjobstoday.com)

**Publishing & Journalism** - [bookjobs.com](https://bookjobs.com)

**Computer Science** - [dice.com/jobs](https://dice.com/jobs) | [underdog.io](https://underdog.io) | [triplebyte.com](https://triplebyte.com) | [github.com](https://github.com) | [hackerrank.com](https://hackerrank.com)

**Engineering** - [engineerjobs.com](https://engineerjobs.com) | [engineering.com/jobs](https://engineering.com/jobs)

**Museums & Art Galleries** - [nyfa.org/jobs](https://nyfa.org/jobs) | [aam-us.org/resources/careers](https://aam-us.org/resources/careers)

**Public Relations & Marketing** - [mediabistro.com](https://mediabistro.com)



## Job Search by Industry Con't...

**Pre-Law** - [abaforlawstudents.com/start-your-legal-career/entry-level-legal-jobs](http://abaforlawstudents.com/start-your-legal-career/entry-level-legal-jobs)

**Health Sciences** - [careervitals.com](http://careervitals.com)

**Federal Jobs** - [usajobs.gov](http://usajobs.gov)

**Non-Profits** - [idealist.org](http://idealist.org)

**Academia & Higher Education** - [higheredjobs.com](http://higheredjobs.com)

**Start-Ups** - [uncubed.com/jobs](http://uncubed.com/jobs)

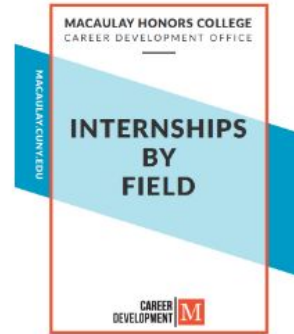
# Macaulay Career Guide



[Searching For Jobs](#)

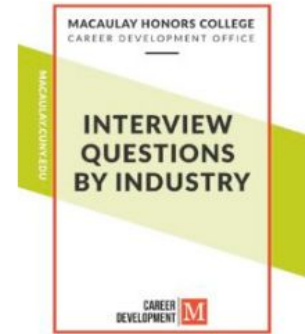
## Handbooks

These in-depth guides provide key advice to Macaulay students for finding and landing jobs, from writing an effective resume to using CareerPath to search for openings.



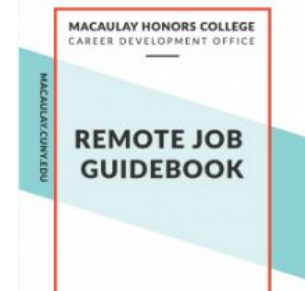
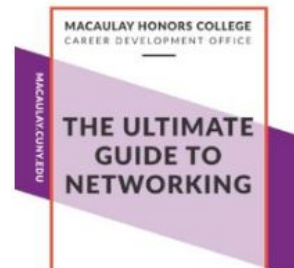
[Internship by Field](#)

Summary



[Interview Questions by Industry](#)

Summary





# Do Your Research & Stay Organized

- Research the company's values & culture
- Press releases & news
- Learn the expected salary range for the position
- What is the compensation package
  - Incentives: Professional Development & Growth
  - Health Insurance
    - Medical, dental, vision
  - Annual leave and sick leave
- Create a schedule
  - Duration
  - Days
  - Effort
- Give yourself a break
  - Literally & figuratively
  - Motivation is key (e.g. gamify)
- Save job descriptions
- Save search criteria
  - "Create Job Alert" on CareerPath
- Save websites



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# Thank you!

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