Senior Year

(Job Search and Connect with Your Future)

Transition to Workplace

- Complete the course requirements in your major.
- Plan and develop a specific job search plan.
- Visit Career Services; see your career counselor to obtain assistance with developing a specific job search plan.
- Develop a list of potential employers and conduct appropriate research on those companies/organization.
- Identify the types of positions that line up with your career goals, and the companies/organizations that hire such positions.
- Prepare or update your resume and application letter.
- Discuss career possibilities with faculty and counselors, friends, acquaintances. Learn how to network.
- Register to attend Interview Skills Workshops, Mock Interview Sessions and Job Fairs.
- Take on-campus interviews.
- Keep your career and job search log updated with interview results. Assess how you perform during job interviews. Keep your contact list updated.
- Consider and choose from among the various job offers you receive. Accept the job that best fits your career and professional needs.
- If attending graduate school, prepare all graduate school application forms and submit before the deadline.
- Develop a back-up plan for employment if graduate school applications are unsuccessful.
- Develop a timetable for your career development after graduation.
- Once hired, perform effectively, be a team member, support your manager, and move up in the organization. When you have advanced as far as you can, begin to plan your next career move.