

Career Action Steps: Year By Year

First Year:

- Research various careers in your field of engineering
- Attend company information sessions to learn what companies in your field of interest are doing
- Begin your resume: attend a resume workshop
- Access and develop your skills in critical thinking, problem-solving, communication, initiative, and teamwork through both academic and extracurricular activities
- Begin building a network of support through friends, mentors, upperclassmen, staff and faculty

Second Year:

- Update your resume—add any relevant experience or soft-skills that you gained over the previous semester or summer
- Check out the National Science Foundation website (www.nsf.gov/crssprgm/reu/reu_search.cfm). Make a list of REU sites you are interested in and plan to apply (note deadlines!)
- Ask faculty for letters of recommendation for REU applications
- Attend company information sessions to learn what companies in your field of interest are doing
- Explore internship opportunities through the College of Engineering Career Center and e-recruiting.
- Participate in student organizations; get involved in community service
- Attend the Internship/coop fair in February
- Attend various workshops on resume writing, “Dress for Success”, interview preparation or career fair preparation to hone your skills

Third Year:

- Update your resume—add any relevant experience or soft-skills that you gained over the previous semester or summer
- Attend various workshops EARLY on resume writing, “Dress for Success”, interview preparation or career fair preparation to hone your skills
- Attend the College of Engineering Career Fair in October
- Attend company information sessions to learn what companies in your field of interest are doing
- Explore internship opportunities through the College of Engineering Career Center and e-recruiting
- Check out the National Science Foundation website (www.nsf.gov/crssprgm/reu/reu_search.cfm). Make a list of REU sites you are interested in and plan to apply (note deadlines!)
- Ask faculty for letters of recommendation for REU applications
- Attend the Internship/coop fair in February
- Continue to participate in student organizations and community service, taking on leadership positions when possible
- Decide between graduate school or career—attend workshops, talk with faculty advisor or College of Engineering Career Center advisor to help make this decision
- If you decide on graduate school, set up a time-line for studying and taking the GRE, LSAT or GMAT and for meeting all grad school deadlines.

Fourth Year:

- Polish your resume
- Attend various workshops EARLY on resume writing, “Dress for Success”, interview preparation or career fair preparation to hone your skills
- Attend the College of Engineering Career Fair in October
- Attend company information sessions to learn what companies in your field of interest are doing
- READ YOUR EMAIL from the College of Engineering Career Center—we will send you jobs openings as they become available
- Regularly check the College of Engineering Career Center job board and e-recruiting
- Follow up with companies you meet or interview with. Make sure you present yourself in a professional manner—through phone conversations, email, thank you notes, or in person.