



## Career Services Fall 2017 Events

All events at Lawrenceville campus unless otherwise noted.

### Open House

Thursday, Sept. 7 • 9 - 10:30 a.m.

Location: CS/WIOA Center

Aquaint students with Career Services and WIOA. This event is open to students, faculty, and staff.

### Choosing a Major

Tuesday, Sept. 12 • 10 - 11 a.m.

Location: TBD

Whether you are completely undecided on a major or are trying to decide between a few, this fun and interactive workshop can help with your major selection process. Learn how to select a major that leads you to your career goals.

### Recruitment Wednesday\*

Wednesday, Sept. 13 • 10 a.m. - 12 p.m.

Wednesday, Sept. 20 • 10 a.m. - 12 p.m.

Wednesday, Oct. 18 • 10 a.m. - 12 p.m.

Wednesday, Oct. 25 • 10 a.m. - 12 p.m. at ANF campus

Location: Student Life Hallway

Want to connect with potential employers right here on campus? The Career Services team develops relationships with employers in a wide range of industries to identify and promote job/internship opportunities for students and alumni. Attend information sessions and interviews without leaving the campus!

### Résumé Clinic

Thursday, Sept. 14 • 2 - 3:30 p.m.

Wednesday, Sept. 27 • 10 a.m. - 12:30 p.m.

Tuesday, Oct. 10 • 2 - 3:30 p.m. at ANF campus

Wednesday, Nov. 1 • 11 a.m. - 12:30 p.m.

Location: TBD

Attend this hands-on clinic and fine tune your résumé! *Prerequisite: MUST have a completed résumé that simply needs reviewing or polishing.* Bring your résumé on a flash drive or save it to your email account and let a member of Career Services help you get it into tip-top shape. **Register on Gwinnett Tech CareerLink** <https://gwinnettech-csm.symplicity.com/students/>

### Job Search Strategies

Tuesday, Sept. 19 • 11 a.m. - 12 p.m.

Location: TBD

Need a job but don't know where to start? This workshop will help you discover employment opportunities and give you the necessary tools to effectively market your education, skills and experience to get the job.

### Interview with Confidence

Thursday, Sept. 21 • 1 - 2 p.m.

Location: TBD

We'll discuss how to prepare for the interviewing process, questions you can anticipate and appropriate follow-up techniques. Knowing what to expect helps tone down those butterflies!

### Connecting to Career Services

Thursday, Sept. 28 • 9 - 10 a.m.

Location: TBD

Whether you are just beginning college, approaching graduation, or changing careers, Career Services can help you explore careers, assess the right major for your career plans, gain experience, and develop job-search skills.

### Mock Interview Day

Thursday, Oct. 5 • 9 a.m. - 12 p.m.

Location: TBD

Career Services invites employers to campus to conduct mock interviews with students. Participating students enhance communication/interview skills, and build a professional network by developing connections before graduation and obtaining contact information to stay connected.

### SAFEBuilt Lunch 'n Learn (Trades Program)

Wednesday, Oct. 11 • Time: TBD

Location: Trades area

Representatives from SAFEBuilt will facilitate a Lunch 'n Learn event for Trades program students to learn about the organization, internships and other job opportunities.

### Let's Talk Credit

Thursday, Oct. 12 • 12 - 1 p.m.

Location: TBD

When you're a student, it can feel like money is always tight. You've got bills, rent, and tuition to pay, and you want to have enough money for fun, too. "Let's Talk Credit" is your guide to making informed financial choices.

### LinkedIn Basics

Tuesday, Oct. 17 • 1 - 2 p.m.

Location: TBD

In this interactive workshop, participants are guided through creating an online presence on LinkedIn. We will discuss and demonstrate making connections to build your network, joining relevant groups, and cover some basic job searching tips on LinkedIn.

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## Work Ethics / Soft Skills

Tuesday, Oct. 24 • 10 - 11 a.m.

Location: TBD

When it comes to skills in employment, the first emphasis is typically towards abilities, training, and specific skill sets. These are referred to as hard skills. Soft skills are often overlooked, yet they play an important role in day-to-day operations. Attend this session to learn key soft skills employers value.

## Senior Career Academy

Wednesday, Nov. 15 • 11 a.m. - 12:30 p.m.

Location: TBD

The Senior Career Academy is a program designed to help graduating students focus their career searches and develop skills needed for career success. Participants receive individualized assistance and have opportunities to network with a select group of employers. Limited number of spaces available. **Students must register on Gwinnett Tech CareerLink <https://gwinnettech-csm.symplicity.com/students/> to reserve a space.**

# GET YOUR CAREER **MOVING**

## Gwinnett Tech CareerLink student benefits:



- **Job Postings:** View and apply to quality postings targeted directly to Gwinnett Tech students and alumni
- **Extended Job Search:** Search thousands of additional postings offered by NACElink's partner, DirectEmployers Association
- **Job Search Agents:** Receive automatic notifications of new job postings that meet your preferences
- **Resume Wizard and Document Storage:** Create and store resumés, cover letters, and other documents
- **Privacy of Student Data:** NACElink will never distribute your information to a third party.
- **24/7 Access:** NACElink will never distribute your information to a third party.

***Start building your career today!***

<https://GwinnettTech-csm.symplicity.com/students/>



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