



CAREER SERVICES NEWS:



Happy February! We hope that your semester is going well and that you staying warm during these cold winter months. The Office of Career Services has one of our largest events quickly approaching, the Spring Career Fair! More information and details on what companies will be attending are below. To help prepare you, we have Resume Critique Walk-Ins scheduled twice a week in our office! This is a great way to get your resume critiqued by a Career Peer, and not have to worry about making an appointment. There is more information on dates and times in this newsletter. It's important to keep your resume updated, as

you never know when you are going to need it!

ACHIEVING YOUR CAREER BEST:

Our model, [Achieving Your Career BEST](#), focuses on:

Career **BASICS**: The essentials. Your foundation.

Career **EXPLORATION**: Knowing what you do, could, or should bring.

Career **STRATEGIES**: What's your plan?

Career **TRANSITIONS**: The world will always change.

Our goal in Career Services is to help our students and alumni succeed. This newsletter explains ways that we can help you identify your career interests, decisions, opportunities, and purpose. We can help educate you about what recruiters are looking for and how to communicate your value.



UPCOMING EVENTS:

February 19: Job Search for Graduate Students, 4:00 pm - 5:00 pm, ML 1216 & Online

February 21: Writing a Resume for Graduate Students, 4:30 pm - 5:30 pm, ML 1216 & Online

February 21: Toastmasters Meeting, 4:30pm, 285 FCN Conference Room H

February 25: U.S Army Medical Recruitment Promo Table, 11:00am-2:00pm, UC Promo Table

February 26: Toastmasters Meeting Area 36/39 Speech Contest- Ford Motor Company, contact Britta Roan for details at broan@umich.edu

February 27: Scribe America Promo Table, 10:00pm-2:00pm, UC Promo Table

Resume Critique Walk-In Hours: Wednesdays 11:00am- 1:00pm **Fridays** 10:00am-12:00pm, 280 FCN

SAVE THE DATE: SPRING CAREER FAIR!

Thursday, March 14, 2019

10:00 a.m. - 2:00 p.m.

OPEN TO ALL MAJORS

(College of Business, College of Engineering & Computer Science, Education, and all Liberal Arts Majors)

Location: Fairlane Club - 5000 Fairlane Woods Drive, Dearborn, Michigan, 48126

Shuttle Service will be available! Pick-up locations: UC & FCN

[View a list of attending employers.](#)

We have an app! Put the power to prepare for career fairs in your hands. Download a full-featured app for iPhone, iPad, and Android. Search for **Career Fair Plus** on the [App Store](#) and [Google Play Store](#).



AdviseMI with AmeriCorps

Advisors will serve alongside high school counselors and other school professionals, and support students as they make the transition from high school to post-secondary education institutions. This position requires a 1-year commitment. To learn more about this opportunity, [Click here](#)

SCHOLARSHIP OPPORTUNITY

HELLA- Technology with Vision

HELLA a technology, and electronic development company for the automotive industry has a new scholarship opportunity for all engineering students here at the University of Michigan-Dearborn. All freshman-senior undergraduate students can apply.



A limited number of graduate student scholarships are also available. To apply and to learn more information, click the button below. The deadline is **March 1st, 2019**.

Applicants are encouraged to attend one of their two facility tours in Plymouth, MI on Friday, February 22nd 3pm-5pm or Wednesday, February 27th 3pm-5 pm. [Click here](#) to sign up.

For more information on HELLA, please visit their [website](#).

CLICK HERE TO APPLY!

STUDENT EMPLOYMENT ON CAMPUS

Obtaining work experience while earning your degree can be a great addition to your resume and demonstrate to an employer or graduate program that you have developed professional skills. Whether you obtain experience through a campus position, internship/co-op or an off-campus opportunity, you will have the opportunity to enhance your professional network and fine tune relevant or transferable skills. Here are some **DO'S** and **DON'TS** while working on campus

DO

- Demonstrate a positive attitude.
- Wear proper attire.
- Be dependable and reliable
- Use good communication- both written and verbal.

DON'T

- Expect to know everything, ask questions!
- Always wait for someone to tell you what to do.
- Have a negative attitude
- Exhibit tardiness or multiple absences.

INTERVIEW TIPS

A recent study showed that 92% of American adults found themselves anxious over job interviews. Ladders spoke to 12 CEO's who shared their worst interview mistakes they've seen.

1. Calling the interviewer by the wrong name.
2. Not asking for the position.
3. Admitting to unprofessional behaviors.
4. Demonstrating gender bias.
5. Not making eye contact.
6. Spreading negativity.
7. Not taking the interview seriously.
8. Not doing their research.
9. Showing poor judgment.
10. Getting stuck in their phone.
11. Saying they just wanted their money.
12. Making sexist comments.



So next time you have a job interview, think about these mistakes so you don't make them yourself! [Click here](#) for the full article from Ladders and descriptions on the 12 mistakes.

FOCUS 2

FOCUS 2 can aid in picking the right major and career path while utilizing your talents and abilities! To access FOCUS, follow the 4 easy steps below!

1. Click the "Focus 2" button below.
2. As a new user, click on "New Account".
3. The keycode is: "goblue"
4. Complete self-registration and the inventory.

FOCUS 2

CAREER TIPS: USING CAREER CONNECTIONS AND BIG INTERVIEW

Getting connected to careers is easy with Career Connections!

Career Connections is UM-Dearborn's Campus-Wide Recruiting System. It's your source to apply for jobs, internships and co-ops. You can also view campus-wide recruiting events. To get started: log in with your Uniquename and password, upload your resume, and complete the online profile. [Read more instructions.](#)

Log In with Career Connections

With Big Interview, interview tips and techniques are just a click away!



Use Big Interview to learn and practice your interview skills online, whether you're interviewing for a job or graduate school. [Register and create your account](#) (You will need to use your University email)

[The Office of Career Services at the University of Michigan - Dearborn](#)

Career Services is located in the [Talent Gateway](#), a collaboration of campus offices committed to your career development and success.

To schedule a career counseling appointment:

Contact Career Services at 313-593-5020

or stop by the Office in Fairlane Center North (FCN) Suite 280

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