



Career E-minder

Announcements and Events

October 3, 2007, 2:30pm

- **Resume Workshop**

October 8, 2007, 5:30-7:00pm

- **Network Night**

October 9, 2007, 2:00-6:00pm

- **Fall 2007 Career Fair**

Are You “Career Fair Ready”? (Part 2)

Fix that resume

Career Services will be hosting a [Resume Workshop](#) on [October 3, 2007 at 2:30pm \(Commons, Nautilus Chamber\)](#). We will provide tips on creating quality resumes. In addition, feel free to bring your own resume.

Here’s a tip: When attending the Career fair, be sure to have multiple copies of your resume available. Print your resume on quality resume paper using a laser printer. Carry your materials in a plain portfolio to keep them from getting messed up.

Remember! Career Services offers ongoing [drop-in hours \(Monday through Thursday, 11:00-3:00pm\)](#). Do not wait until the last day before the fair to fix your resume, start early! You may decide you want to make crucial changes.

Dress professionally

Here’s a tip: Carry only the essentials. Don’t carry your backpack, large purse, or workout bag with you.

Network, Network, Network!

Attend [Network Night](#) on [October 8, 2007 at 5:30pm \(Commons, Conference Center\)](#) to practice your networking skills. Also, use the Career Fair to network with multiple employers, not just one or two. You never know where there may be a hidden opportunity.

Here’s a tip: Become comfortable with introducing yourself. Prepare an “elevator” speech or “one-minute commercial”. Using an elevator speech allows you to summarize your abilities, skills, goals, accomplishments, and interests. You also want to highlight your background and different types of experience. The goal of the one-minute commercial is to give the person enough information that they will want to learn more about you and what you can offer the company.

You may want to mention: Your name, your major, type of position you are seeking, work experience, class projects, community involvement, how your background and goals fit in the company/organization’s needs.

ATTEND THE CAREER FAIR on October 9, 2007 at 2:00pm (Commons, Conference Center)
Dress professionally, bring your resume, and network

On Campus Interview

Schedule ID: 129

Date: 10/30/07

Position: Specialty, Support, or Logistic Engineers

Organization: Harris Corporation

Job Description:

Specialty Engineering: Responsible for software configuration analysis and/or the human factors aspects of software application development. Performs configuration management and release engineering tasks to ensure new software product operating parameters are documented, comply with hardware configurations, and are logistically sustainable.

Support Engineering: Responsible for technical contributions in support of Integrated Logistics Support Management, technical training and publications, configura-

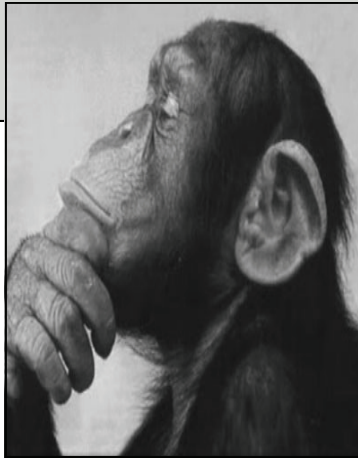
tion management and data management, maintainability and reliability. Coordinates with other engineering functions to establish the requirements, design, supply and life cycle maintenance for programs or proposals.

Logistics Engineering: Logistics engineers document technical activities, participate in analytical studies, and utilize Windows based software packages such as spreadsheets, word processors, and database programs to support engineering activity. Includes the fields of supply/support, provisioning, depot support, data management and/or graphics illustrations.

How to Apply: Apply through JasonQuest.

Attend the Career Fair. **View a full description in JasonQuest.**

Everyone is thinking about it...



**RESUME
CAREER FAIR
INTERVIEWS
JOB !!!!!!!!!!!!!!!**

Are you?

RESUME Workshop
October 3, 2007, 2:30 pm
Commons,
Nautilus Chamber (Rm. 255)

Learn how to create a quality RESUME!

then

Attend the
CAREER FAIR
October 9, 2007, 2:00pm– 6:00
Commons, Conference Center



Land some **INTERVIEWS...**

and

**...hopefully get that JOB/
INTERNSHIP/CoOp** your parents
have been going ape— about.



RESUME CAREER FAIR INTERVIEWS JOB

Start your search early— www.uwf.edu/career