Top 5 Career Tips for New Engineering Students

Congratulations on being accepted into the A. James Clark School of Engineering! Our staff welcomes you and looks forward to assisting you with your career preparation and job search. To help you get started, we recommend these five tips:

1. **Attend Career Workshops.** Throughout the year, Engineering Co-op & Career Services offers workshops to help your job search. Some of the topics covered are *Job Search 101: Introduction to Careers4Engineers and Finding a Co-op/Internship, Resume Writing, Cover Letters, Interview Techniques, Evaluating Job Offers and Salary Negotiation,* and *Professionalism.* View the schedule and sign up at [http://ter.ps/engrworkshop](http://ter.ps/engrworkshop).

2. **Activate your Careers4Engineers account.** [Careers4Engineers](http://careers4engineers.com) is an online database for engineering majors at the University of Maryland to apply for jobs, connect with employers, and schedule interviews. Once you are officially registered for classes as an engineering major, we can activate your account any time. Just bring in your resume for a walk-in critique. We highly recommend that you attend the *Job Search 101* and *Resume Writing* workshops before you activate your account.

3. **Develop Your Professional Network.** At the beginning of each semester, there are many opportunities to network with potential employers including information sessions, employer-sponsored workshops and resume clinics. Make sure to keep in touch with all of your connections at least 1-2 times per year. A great way to organize your network is by creating a LinkedIn profile. On your profile, document all of the courses and projects you complete, as well as jobs and internships. Use your LinkedIn account to connect with both classmates and professionals, and to organize and stay updated with your growing network. Attend our *LinkedIn 101* and *Job Search 201* workshop for more tips.

4. **Prepare for the Career Fair.** Landing a co-op or internship position before graduation will benefit your job search immensely. The career fairs for all majors occur in mid-September and mid-February, but you should also plan to attend major-specific *career fairs.* To make the best impression, it is important to attend a *Career Fair Prep* workshop at Engineering Co-op & Career Services and have your resume critiqued. Be sure to research the companies, dress for success and practice your elevator speech. And don’t forget to follow up with the employers you meet!

5. **Get Involved.** A great way to meet engineering students and faculty is by getting involved in any of our outstanding *engineering student organizations!* University of Maryland hosts chapters of national societies and organizations for every engineering department. Other organizations and teams allow you to gain engineering experience that will look great on your resume and impress potential employers. Make sure to attend the *Engineering Community Picnic* and the campus First Look Fair, held each September, to learn more about these organizations.

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