THE SEARCH PROCESS
The typical job search can take 2-6 months, so give yourself adequate time to move through the process. As you receive feedback and learn more, go back and make adjustments to your process.

PREPARE
Take some time at the beginning of your search to clean up your professional image.

Update Your Information
- Create or update your resume. Use the SEAS Graduate Resume & Cover Letter Guide or the STEM Undergraduate Resume Guide to get started.
- Check your social media and remove any unflattering posts and information.
- Update your LinkedIn profile to reflect your latest accomplishments. Watch this short video for tips.

Clarify Your Interests
- Review your program career guide on the SEAS Career Services website to see the types of jobs GW students pursue.
- Write a brief description of the type of job you want. Include details such as location, tools and technology, and skills you want to use. These are keywords you can use to filter search results.

GATHER INFORMATION
Learn about the industry and job requirements so that you can apply to positions that are a good match for your knowledge, skills and interests.

- Find employers who hire candidates with your major on Buzzfile. http://www.buzzfile.com/Major/Employers-by-Major
- Use our list of professional organizations to learn about career paths and job openings in your desired industry.
- Watch interviews with hundreds of professionals to learn about their job on CandidCareer. www.candidcareer.com/GWU
CONNECT

Find people who may have helpful information to share about the job search process.

Recruiters & Alumni

- Attend information sessions and career fairs to meet directly with company representatives. See a full schedule of upcoming events in Handshake gwu.joinhandshake.com/events.
- Reach out to alumni to set up an informational interview on LinkedIn or GW Career Connect careerconnect.gwu.edu.

Personal Network

- Make a list of people you know that could assist with your job search. Consider classmates, friends, family members, alumni, faculty, and other professionals.
- Do NOT ask them for a job. Ask for information that can inform your search (e.g. hiring timelines, companies to target, essential skills, or contacts within a company).

People I Contact for Information:

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<th>Company</th>
<th>Job Title</th>
<th>Application Deadline</th>
<th>Follow Up</th>
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