



Accounting Recruiting Bootcamp

Welcome Accounting Students!

Whether you plan to participate in Public Accounting Fall Recruiting or launch a career search in the accounting field, this Bootcamp is for you. Mohr Career Services has put together a list of resources to help you prepare to put your best foot forward as you head into recruiting season.

Step One: Prepare Your Application and Branding Materials

The first section involves branding materials—the way you communicate who you are and highlight your experience, skills, and accomplishments to prospective employers and connections.

Resume

You will need a well-organized and evidence-based resume to apply for positions. If you already have one, be sure it is up to date. If you are just getting started, here are some resources to help:

- Check out the [Resume resource page](#) on our website.
- If you are unsure how to proceed with your resume, do a quick review of these videos:
 - Resume Basics Video 1 – [Overview and Contact Information](#)
 - Resume Basics Video 2 – [Education Section](#)
 - Resume Basics Video 3 – [Experience Section and Writing Bullet Points](#)
 - Resume Basics Video 4 – [Optional Sections](#)
 - Resume Basics Video 5 – [Formatting and Finishing Touches](#)
- If you would like to get some feedback on your resume, **submit your document for online review** (please note average turn around is 3-4 business days). **Submit Materials Here:** bit.ly/LCBVirtualReview or try the online platform [VMock](#), that makes use of artificial intelligence and machine learning to help you improve your resume

Cover Letter

In general, a cover letter is expected as part of the application process. If a cover letter is not required, but is permitted, we recommend including one because a cover letter offers you an opportunity to make your case to an employer—to explain why you want to work for THAT particular employer and to showcase your top skills that would make you a strong contributor for a specific position.



- Review the [Cover Letter resource page](#) on our website.
- Check out our brief video: **How to Write a Cover Letter:** <https://youtu.be/MnbHa38Q5JI>
- See [Cover Letter Samples](#) on our website.
- If you would like to get some feedback on your cover letter, **submit your document for online review** (please note average turn around is 3-4 business days). **Submit Materials Here:** bit.ly/LCBVirtualReview

LinkedIn

Although a LinkedIn profile is not required as part of the application process, LinkedIn can be a very useful social media platform for professional networking.

- Review the [LinkedIn resource page](#) on our website.
- View our brief video: **Creating Your LinkedIn Profile:** <https://youtu.be/6S1SkAFy8uM>
- If you would like to get some feedback on your LinkedIn Profile, **submit your URL for online review** (please note average turn around is 3-4 business days). **Submit Materials Here:** bit.ly/LCBVirtualReview

Step Two: Prepare for Recruiting Events, Interviewing, and Managing Offers

The next section focuses on preparing your presentation—whether that is introducing yourself professionally and kicking off a conversation with an elevator pitch, or preparing for and practicing your interviewing skills.

Elevator Pitch

Learning to introduce yourself in business and recruiting settings is an important piece of professional development. Mohr Career Services is excited to make the [VMock](#) platform available to students. We recommend trying it out. This online platform uses artificial intelligence and machine learning to help you build your skills and confidence in a new way.

- View the video: **Designing your Elevator Pitch** https://youtu.be/Oiqqj_SgHxl
- Practice your Elevator Pitch with [VMock](#) and get instant feedback



Interview Prep

Preparing for interviews requires strategy, focus, and working on your storytelling to be able to communicate your skills and achievements clearly to an interviewer. Virtual interviewing offers some unique challenges to developing a professional presentation.

- Review the [Interviewing resource page](#) on our website.
- Check out these brief videos on Interviewing Preparation:
 - **Interviewing—An Overview** https://www.youtube.com/watch?v=_1SyLAuAxAo
 - **Interviewing—How to Prepare** <https://www.youtube.com/watch?v=gMM9omRT690>
 - **Interviewing—Creating a Story Bank** <https://www.youtube.com/watch?v=s95vCsdKTnw>
- Use the [Interview Prep Worksheet](#) on our website to gather information on what the employer is seeking, develop answers to common interview questions, and prepare questions to ask the interviewer.
- Learn about [Creating an Interview Story Bank](#) to prepare plenty of examples to draw from during an interview.

Interview Practice

Once you have prepared some examples, it's time to practice! Many people are uncomfortable practicing for interviews, and rely on their day-to-day communication skills to stand out in an interview. At Mohr Career Services, we highly recommend practicing before the big day arrives. It's a great way to work through any nerves, and to make sure you feel focused and confident.

- Check out the [Big Interview Resource Page](https://uoregon.joinhandshake.com/articles/13929): <https://uoregon.joinhandshake.com/articles/13929>
- Practice your interviewing with the virtual Big interview platform: <https://lcbuoregon.biginterview.com/>

Negotiating/Evaluating Offers

To learn how to handle an offer, or how to evaluate multiple offers:

- Read through the [Negotiating Job Offers resource page](#) on our website.
- View our brief video **Negotiating—Why, When, and How** <https://www.youtube.com/watch?v=XvQBF1JK2w>

For More Help

If you need more help, please make an appointment with a Career Advisor through [Handshake](#)