



GENERATION FIRST CAREER RESOURCES

YEAR THREE

EXPERIENCE

3718 Locust Walk | McNeil Building, Suite 20



WHAT WE DO

Penn Career Services serves all students and alumni of the university. We help students define their career goals and take the necessary steps to achieve those goals. It is important to remember that you do not need to have a concrete career plan in place prior to meeting with one of our advisors. We are here to help you explore all of your career options and interests, and to set up a plan to make those goals a reality.

OUR OFFERINGS

Workshops:

- Resume and cover letter writing
- Career Fair Preparation
- Business Etiquette
- Interviewing
- Industry Specific Job & Internship Workshops
- Panel Discussions with Current Students and Industry experts

Career Fairs

- Employer Information Sessions
- Independent Job Search Assistance
- Independent Career Exploration



SERVICES TO CONSIDER



Career Fairs

Each semester Career Services hosts multiple Career Fairs that you can attend to meet recruiters from various companies and organizations! There are industry specific fairs and other more general fairs. Check Handshake to see all of our Career Fair offerings.



Resume Reviews

Whether you are applying to work-study positions, internships, or jobs, you can submit your documents for review and receive feedback from an advisor.

Generation First

Each Semester Career Services hosts multiple Career Fairs that you can attend and meet recruiters from various companies and organizations! There are industry specific fairs and other more generic fairs. Be sure to check Handshake to see if the fairs fit your interests!



GLOSSARY OF TERMS

Career Assessment: Tests or decision-making tools used to identify skills, abilities, and interests in order to inform education or career decisions.

Career Exploration: Learning about various career paths and how they fit with your unique skills and interests.

Career Field: A grouping of occupations and industries based on commonalities.

Career Plan Survey: Graduating seniors fill out a career plan survey from Career Services to tell us what they are doing after graduation (whether that is working, going to graduate school, or volunteering). Career Services creates a report with the data collected from the survey so that current students can get a better understanding of their peers' career paths.

Industry: A specific type of business, or branch of a particular field, that employs personnel and uses and generates capital. Often named after its principal product or service.

Networking: The exchange of information or resources to cultivate productive relationships for exploration or professional development.

Professional Network: Group of individuals with whom you have formed relationships and can serve as support in looking for professional opportunities.

THIRD YEAR CAREER TIMELINE

Experience

Position yourself for a meaningful summer experience, pursue leadership opportunities.

QUESTIONS TO CONSIDER

- ? HOW CAN YOU APPLY THE IMPACT YOU MADE WITHIN STUDENT ORGANIZATIONS TO INTERNSHIP APPLICATIONS?
- ? DO YOU WANT TO DECLARE A MINOR?
- ? WHAT INTERNSHIPS SEEM LIKE THE RIGHT FIT FOR YOU?
- ? HAVE YOU BUILT YOUR NETWORK IN INDUSTRIES OR ORGANIZATIONS YOU'VE TARGETED?
- ? ARE YOU FAMILIAR WITH HIRING TIMELINES AND HOW TO PREPARE FOR INTERVIEWS?

THINGS TO DO

- 📍 UPDATE YOUR CAREER ACTION PLAN WITH YOUR CAREER ADVISOR
- 📍 PRACTICE INTERVIEWING SKILLS BY DOING A MOCK INTERVIEW
- 📍 FAMILIARIZE YOURSELF WITH INDUSTRY PUBLICATIONS AND WEBSITES TO FURTHER PREPARE FOR THE JOB SEARCH
- 📍 APPLY TO INTERNSHIPS, VOLUNTEER OPPORTUNITIES, OR STUDY ABROAD EXPERIENCES THAT INTEREST YOU
- 📍 FOLLOW UP WITH CONTACTS MADE THROUGH NETWORKING
- 📍 EVALUATE INTERNSHIP OFFERS CAREFULLY BEFORE ACCEPTING

HIGHLIGHTED RESOURCES

Career Planning Tools

Handshake



Handshake is Career Services' recruiting platform for University of Pennsylvania students, postdocs and alumni. Handshake uses cutting-edge technology to help students more easily connect with employers and source jobs, internships, event information, and On-Campus Recruiting opportunities. Students and alumni can schedule appointments with a career advisor through Handshake.

Quaker Career Closet | Career Wardrobe



Quaker Career Closet is held once per year at the beginning of the semester. It is open to all Penn Students to "shop" for professional attire.

Career Wardrobe is a partnership with a second-hand boutique in Philadelphia. FGLI students can shop here (sponsored by VPUL and Career Services) for one free professional outfit by signing up through Handshake.

Career Shift



Current Penn students and alumni are invited to open free CareerShift accounts! CareerShift was created to help job seekers successfully navigate the published and hidden job market to find career opportunities. With CareerShift's robust company and contact database, users can find current job connections and make meaningful new connections.

SCHEDULE AN APPOINTMENT WITH US

Sign in to



to view our available appointments
upenn.joinhandshake.com

Have a quick question? Check out our
website for Peer Career Advisor Pop-in
hours and Career Advisor Walk-in Hours

Need a resume review? Check our
website to learn how to get your resume
critiqued,

College of Arts & Sciences

215-898-7529

Engineering

215-898-3012

Wharton

215-898-7533

Nursing

215-898-4381

Pre-Grad/Law/Health

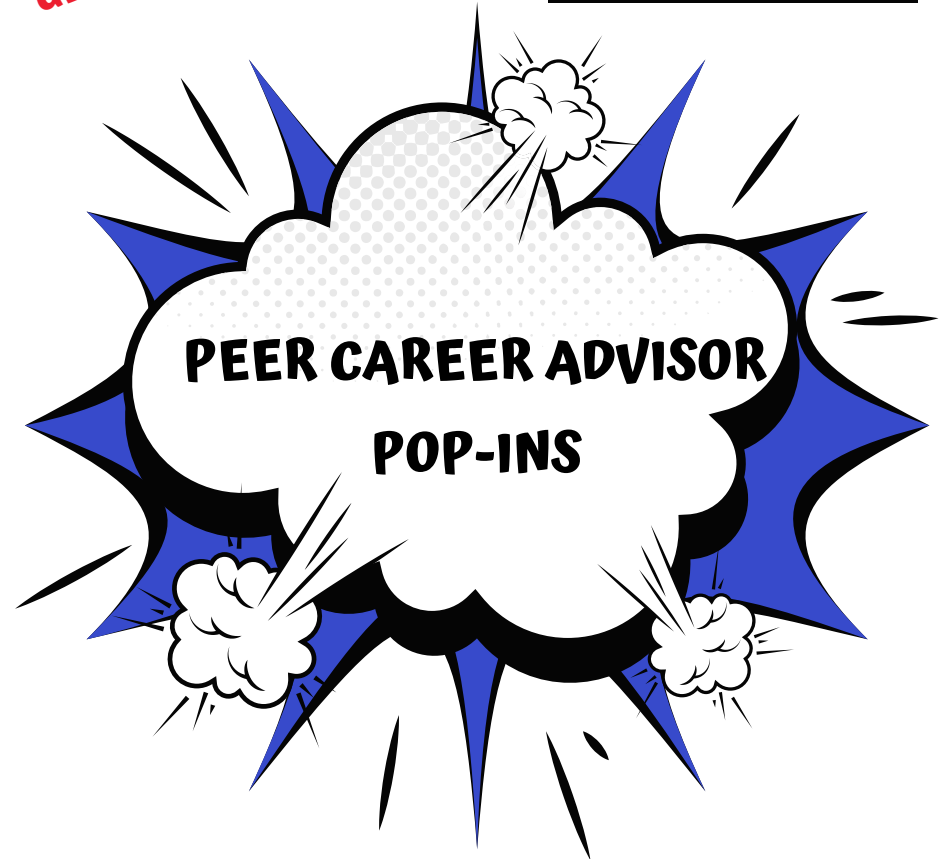
215-898-1789

@PENNCAREERSERV



GET YOUR CAREER "POPPIN"

WEEKDAYS 1-5



**RESUME/COVER LETTER | JOB & INTERNSHIP
SEARCH | HANDSHAKE | CAREER FAIR &
INTERVIEW PREP | AND MORE!**

NO APPOINTMENT NEEDED OPEN TO UNDERGRADUATES

