

10 WAYS TO USE PENN CAREER SERVICES FOR MASTER'S STUDENTS

- 1.** Activate your [Handshake account](#) and complete your “career interests” by clicking on your name in the top right of the page to receive customized information on programs/events that are tailored to your career goals
- 2.** Schedule a 30-minute, 1-on-1 [advising appointment](#) through Handshake to discuss your future career goals and think about some helpful next steps with one of our Career Advisors
- 3.** Complete your Handshake profile by adding in information about your education and experiences; make it public so employers and other Penn students can see
- 4.** Get feedback on your [LinkedIn](#) profile, and learn how to use this tool to engage with the >160,000 Penn alumni and current students who currently use LinkedIn
- 5.** Take advantage of [LinkedIn Learning](#) to update your technical and professional skills relevant to your future careers
- 6.** Learn about some of the career paths followed by graduate students by looking at our [Career Plans Surveys](#), and see whether these align with your skills, interests, and values
- 7.** Log in to the [Career Services website](#) with your PennKey and set up your industry preferences to get a weekly newsletter with jobs, events, and resources relevant to your job search
- 8.** Participate in our in-person or virtual events, including workshops and panels, [career fairs](#), employer information sessions, coffee chats, and tech talks; [you can search for these programs on Handshake](#)
- 9.** Take a look at some of our recorded workshops on the [Career Services YouTube channel](#)
- 10.** Have quick career questions? Career Services holds [Same Day Drop-In](#) hours



RESOURCES & QUICK TIPS

PENN CAREER SERVICES RESOURCES

[Handshake](#)

Penn's student/employer interface with access to events and appointments with career advisors

[Career Services Blog](#)

Learn about a wide range of career-related topics and make sure to catch the "CS Radio" podcast

[Career Services Website](#)

Find community and industry job search resources and log-in to receive a customized newsletter of opportunities

CAREER EXPLORATION, PROFESSIONAL & CAREER DEVELOPMENT, AND SKILL BUILDING TOOLS

[CareerExplorer](#) A career matching platform that helps people find their ideal career

[ChemIDP](#) A tool for chemists to help them explore career options and create a plan for their own professional and career development

[Vault Career Insider](#) Vault.com provides in-depth intelligence on what it's really like to work within an industry, company, or profession—and how to position yourself for the career you want

[Big Interview](#) complete engaging courses on resumes, interviewing, and negotiating, learn how to build effective STAR stories for your interviews and practice and record mock interviews.

[LinkedIn Learning](#) Click the "Get Services" button for an online training service that provides instructional videos covering a wide range of software products, technologies, and business topics

[LinkedIn](#) An interactive database of >160,000 Penn alumni/students showing their current career fields, and filterable by academic discipline, skills, and searchable by keyword.

[CareerShift](#) An excellent tool to identify contacts at different organizations, build lists of organizations in different fields, and search for jobs at companies of interest.

[Management Consulted](#) A comprehensive resource on consulting and case interview prep, featuring cases, math drills, online video courses, and everything you need to know to ace your consulting interviews.

[Targeted Resume](#) Upload a job description and your draft resume, and check to see how well you have matched keywords and skills – just like the applicant tracking software that employers use will do

5 KEY QUESTIONS TO ASK DURING INFORMATIONAL INTERVIEWS

1. I've read a lot about your position, but I would love to hear more about the role you play in doing...
2. What led you to doing work in this field? How did you know this was a great fit for you?
3. What are some of the skills that are most valuable in this role, and which one do you tend to use the most?
4. What advice do you have for someone interested in pursuing a career in this field?
5. It has been great hearing your perspective; I want to learn more from others. Can you recommend anyone?

5 QUESTIONS YOU ARE LIKELY TO BE ASKED AT EVERY INTERVIEW

1. Who are you? Tell me about yourself
2. What do you want this position?
3. What do you know about our organization?
4. What do you bring? What is your greatest strength? What are your relevant strengths?
5. Do you have any questions for us?

