



CAREER SERVICES

# **SUMMER JOBS**

## **And Beyond**

OFFICE OF CAREER SERVICES  
BRIAN RICHARDSON | DIRECTOR OF CAREER SERVICES

# The Process

01

## DISCOVER

- Start the process of searching for opportunities through various sources.

02

## DEVELOP

- Get your application materials prepared. These materials can include resume, cover letter, LinkedIn & Handshake profile. Gather any professional references.

03

## APPLY

- Utilize your application materials and networking contacts to apply for positions both on the open job market and the hidden job market.

04

## INTERVIEW

- Develop and practice your interview skills. Depending on the type of opportunity, students may be required to interview for the position.

***Handshake***

**Handshake is  
the #1 way  
college  
students find  
jobs**







- Jobs
- Events
- Employers
- Inbox 1
- Career center

## Jobs

Search Saved

summer



Location · 1

Onsite/remote

Full-time job

Internship

Part-time

All filters

Search for "summer"

### Employer

- Gabby and Summer Classics
- Hope Mission Summer Camps
- Summer Camp Advisory Team
- Summer Camp for Girls
- Talisman Summer Camp

### Industry

- Summer Camps/Outdoor Recreation

### Internship

\$20–30/hr · Internship · Jun 3–Jul 27  
San Antonio, TX + 318 · 6 months ago



Artpace San Antonio  
**Artpace Intern Summer 2024-  
General Application**  
Unpaid · Internship · May 20–Aug 1  
San Antonio, TX · 2 days ago · **New**



## Nusun

Utilities and Renewable Energy

# Marketing Internship - Summer (Paid)

Posted 4 months ago · Apply by May 20, 2024 at 8 AM

Save

Apply

## At a glance

\$2–4K/mo

Hybrid, based in San Antonio, TX, Houston, TX, +17  
Work in person for part of the week, from one of the locations

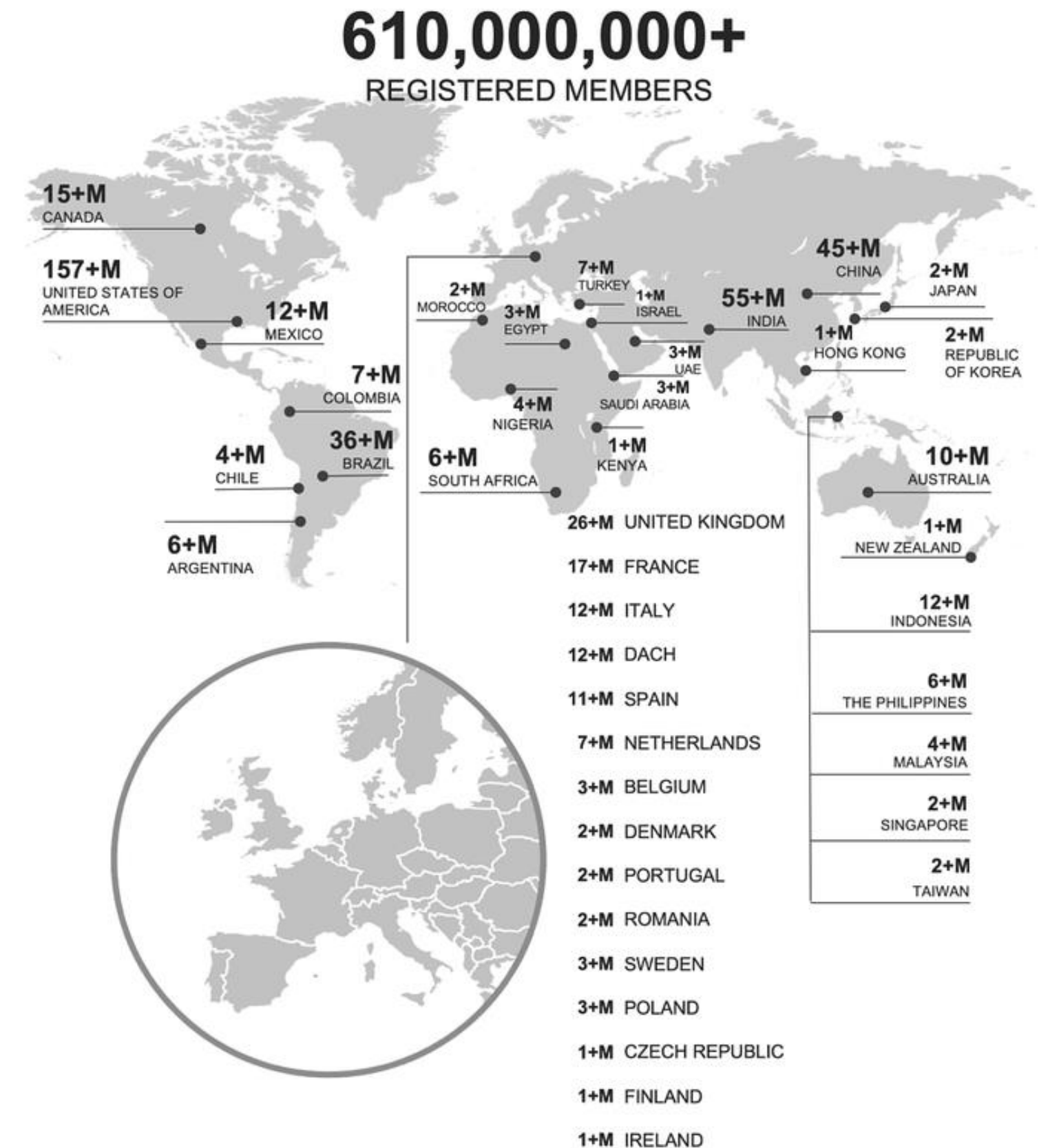
Internship  
Full-time · From May 15 to August 7

US work authorization required  
Open to candidates with OPT/CPT

Nusun is an innovative company dedicated to reshaping the utility industry. We're on a mission to provide cutting-edge utility solutions through sustainable practices and technology. We're seeking a motivated intern to help our company grow. If you're enthusiastic, eager to learn, and ready to contribute, join our team and be a part of our journey to success. Your

# Networking with LinkedIn

- **610 million members in over 200 countries and territories**
  - 46 million students and recent college graduates
  - More than 2 new members join every second
- **Decision-makers congregate here**
  - 45% users are in upper management a.k.a. directors, vice presidents, C-suite
- **Content powerhouse**
  - Publishes more than 100,000 articles a week
- **Companies and employment opportunities are present**
  - More than 30 million companies with over 20 million postings on LinkedIn Jobs





# Conquering the Resume

- Gather information – names, places and dates of employment, education
- Assess your skills and experiences related to the type of position(s) you are seeking
- Outline your resume and organize effectively
- Review and edit; ask for feedback and revise accordingly



# Interview & Types of Questions

- ***Informal:*** Data gathering
- ***Case:*** Logical and situational
  - Explain your thought process
- ***Behavioral:*** Attempts to predict future behavior based on past behavior
  - Explain how you came to your decision

# HOW WE HELP STUDENTS?

## Services



- Resume Reviews
- Cover Letter Reviews
- Mock Interviews
- Career Assessments
- Career Advisement
- Professional Development

- Online Job/Internship database (Handshake)
- On-campus Job/Internship Fairs
- Cardinal Career Closet
- What Can I Do with This Major?
- SkillsFirst (Resume building platform)

## Resources





# OUR TEAM



Brian  
Richardson  
Director  
Career Services



Robert  
Wiseman  
Career Advisor  
Career Services

# QUESTIONS?



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