



Career Services



CAREER READINESS

SUMMER EDITION

JUNE 2 - JUNE 9

VIRTUAL EVENTS

LEARN MORE AT [UCF.JOINHANDSHAKE.COM](https://ucf.joinhandshake.com)



SIGN UP IN ADVANCE

Log into Handshake at career.ucf.edu
Search for *#crm2021summer* under “Events”
Follow event instructions to RSVP
All events are virtual

Career Readiness, June 2 – June 9, provides students with the opportunity to meet with employers and Career Services staff to learn about:

- ❖ Building winning resumes
- ❖ Preparing for interviews
- ❖ Networking effectively
- ❖ Professional and social media branding
- ❖ Financial Literacy
- ❖ In addition to how to communicate with confidence and live 1:1 employer meetings for resume critiques and mock interviews!

Students are encouraged to sign-up in for email reminders via [Handshake](#)

Registration Process

Attend

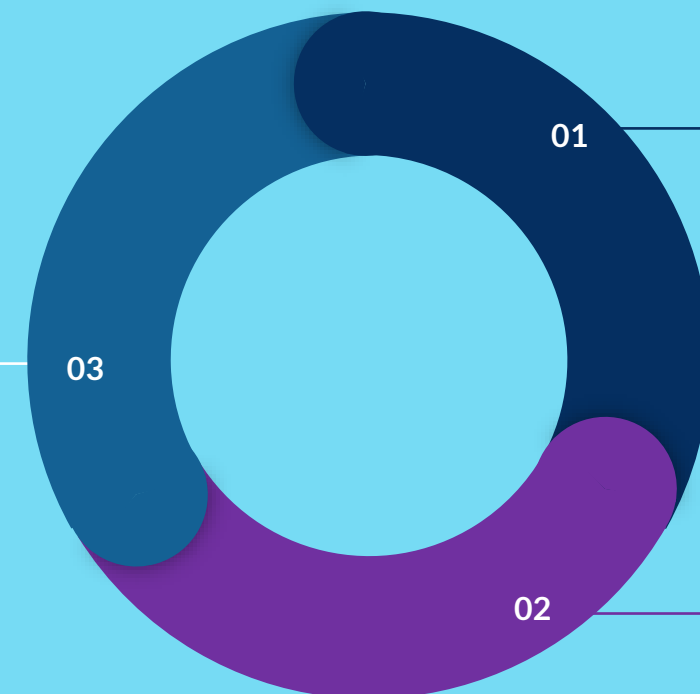
During the event, make sure you are camera ready. Research those companies you want to impress. Employers are looking forward to meeting YOU!

Sign up in Handshake

Search for *#CRM2021summer*
When you sign-up you will get reminders sent directly to your email.

Register in Zoom

After you RSVP via Handshake, follow the Zoom link to gain access to the event URL.



JUNE 2 – 9 | THE KEY TO CAREER READINESS IS TO START BEFORE YOU ARE READY

WEDNESDAY, JUNE 2

Coffee Chat with Career Services Staff | 10 – 10:30AM. [RSVP](#)
Learn about Career Services and how team members of the Career Development and Employer Relations team can become your ally when looking for employment or just looking to advance your skills!

Communicate with Confidence: Effective Verbal and Non-Verbal Communication Skills | 11AM - 12PM | [RSVP](#)
How do you communicate effectively with employers at networking events, conferences, or in interviews?
Attend this workshop to learn effective strategies, both verbal and non-verbal, to help you successfully navigate a conversation with an employer or recruiter.

Interviewing Strategies, presented by OCPS | 2PM - 3PM | [RSVP](#)
Orange County Public Schools will share helpful tips for virtual and in-person interviews!

Resume & Cover Letter Bootcamp | 5PM - 6PM | [RSVP](#)
Come and get your resume and cover letter whipped into shape! Learn the essentials of how to target these documents to get you noticed by employers. We will cover tips on what information to include, formatting, and how to illustrate a "fit" for the position that you desire.

THURSDAY, JUNE 3

Prep with a Pro: Cintas - Application Road Trip: From Networking to the Offer | 12PM - 1PM | [RSVP](#)
A representative from Cintas will share information about the steps from networking with an employer/recruiter to the offer stage.

Preparing for Statewide Job Fair | 2PM - 3PM | [RSVP](#)
Learn how virtual career fairs differ from in-person ones and what you can do to successfully prepare for and navigate next week's Statewide Career Expo through the Career Fair Plus app.

How to Navigate a Virtual Career Fair | 3:30PM - 4:30PM | [RSVP](#)
Learn how virtual career fairs differ from in-person ones and what you can do to successfully prepare for and navigate next week's Statewide Career Expo through the Career Fair Plus app.

FRIDAY, JUNE 4

EMPLOYER RESUME CRITIQUES | 10AM - 2PM. [RSVP](#)
Employers provide resume critiques, via Handshake.
[RSVP](#) required. 20-minute session with an employer. Search under "Fairs"

Hiring Hour - Careers in Sales | 11 AM - 12PM | [RSVP](#)
Learn from companies with opportunities for candidates interested in Sales positions.

Job Search Strategies, presented by Club Med | 3PM - 4PM | [RSVP](#)
Learn tips and techniques for an effective job search!

MONDAY, JUNE 7

Career Services Tools and Resources at Your Fingertips | 11AM - 12PM | [RSVP](#)
Join several representatives from the Career Services team to learn about the myriad of FREE tools and resources that we offer to students, no matter whether you're just getting started in your exploration, ready to build experience, or seeking employment.

Financial Literacy, presented by Robinhood | 4PM - 5PM | [RSVP](#)
Attend this workshop to learn about Financial Literacy. Including, understanding your student loans, personal budgeting, and what to do with your first paycheck.

TUESDAY, JUNE 8

EMPLOYER MOCK INTERVIEWS | 12PM - 3PM | [RSVP](#)
Employers provide mock interviews, via Handshake.
[RSVP](#) required. 30-minute session with an employer. Search under "Fairs"

Build Winning Resumes, presented by Northrop Grumman | 11AM - 12PM | [RSVP](#)
Attend this workshop to learn about Financial Literacy. Including, understanding your student loans, personal budgeting, and what to do with your first paycheck.

Ace your Internship Interview | 2PM - 3PM | [RSVP](#)
Learn the basics of interviewing and strategies to develop and improve your interview skills. This workshop addresses general preparation, researching companies, what to expect, and answering interview questions.

Using LinkedIn for your job search, presented by Zones | 5PM - 6PM | [RSVP](#)
Learn how to build your profile, how to ask for advice, build your network.

WEDNESDAY, JUNE 9

Prep with a Pro: Northwestern Mutual - Networking & Your Personal Brand | 12PM - 1PM | [RSVP](#)
Join a representative from Northwestern Mutual share tips for networking and building your personal brand!

Handshake: Employers and Opportunities at Your Fingertips | 11AM - 12PM | [RSVP](#)
Have you heard of Handshake? Did you think it was spam? Learn about navigating Handshake and how to make it work for you to find internships, jobs, career events, employers, and peers interning in your field.

VIRTUAL READY ROOM with Career Development and Employer Relations Team 1:30 – 4:30PM | [RSVP](#)

Planning to attend the Statewide Job Fair on 6/10? Not sure what to expect? Participate in our virtual Ready Room to prepare and practice your Elevator Pitch, learn effective online Chat Tips, and discover Virtual Staging strategies to look your professional best! Attend all or any of the following sessions:

1:30-2:30 | Q&A with Career Services about using the Career Fair Plus app | Learn about how to access CF+, view event info, and sign-up for meetings with employers.

2:30-3:30 | Elevator Pitch | Craft an effective 60-second infomercial to use when introducing yourself to employers, chat one-on-one with a Career Counselor to practice your pitch

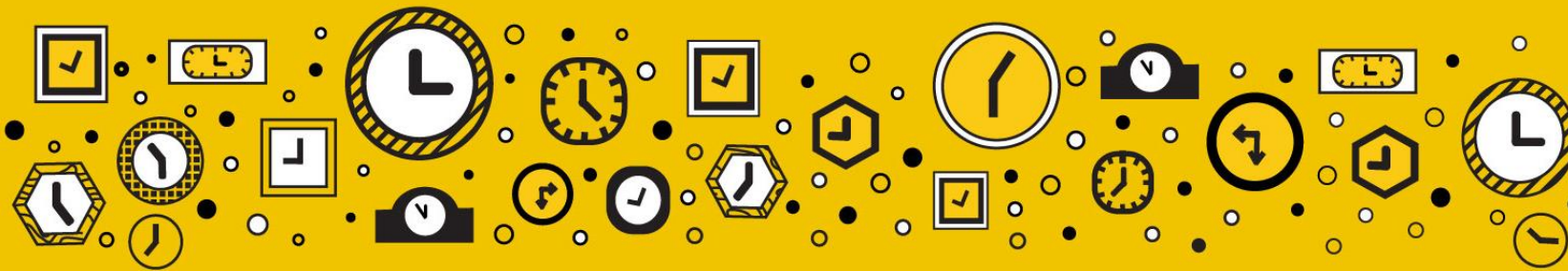
3:30-4:00 | Virtual Staging | Open Q&A with Career Counselors to learn what to do, and what NOT to do, to look your professional best in a virtual career fair including lighting, camera angles, eye contact, background, and attire.



Career Services

CONNECT WITH EMPLOYERS

AND INCREASE YOUR JOB SKILLS



**JUNE
4**

**RESUME CRITIQUES WITH AN EMPLOYER
10:00AM - 2:00PM**

**JUNE
8**

**MOCK INTERVIEW WITH AN EMPLOYER
12:00PM - 3:00PM**

RSVP at ucf.joinhandshake.com, click on "Events" then select "Career Fair" and register to meet with employers during #Career Readiness Summer Edition.

The key to Career Readiness is to start before you are ready

When you reserve a spot to meet 1:1 with the employer, the employer will have access to your public Handshake profile. Please follow these helpful tips:

Update your Handshake profile, academic and work experience.

Be on-time for your 1:1.
Test the technology in advance.
Adjust your camera lighting and mic. Remember to smile and that this is a practice only.

Employers will have their video turned-on.
Be dressed for the 1:1 as if it is an in-person event.
Be prepared to impress.

Remember, employers may not be hiring at the moment but hiring needs may change in the future.

TIP: Before the session ends, ask for their contact information to send a thank you email.

❑ Career Readiness Website

❑ Career Services email: csrecruit@ucf.edu

❑ Career Readiness virtual office hours

- 6/1, 10AM – 12PM

- 6/4, 10AM – 4PM

- 6/8, 11AM – 3PM

❑ Handshake video check for Resume Critiques

❑ Career Fair Plus Candidate Check List

❑ Career Fair Plus, booking an appointment with an employer video



Upcoming Events

Sign-up now!



Evaluation Survey

We want your feedback!