

GETTING A JOB

Steps to planning and executing your job search

FIND RELIABLE CAREER INFORMATION

Use the [Career Center's guides](#) to help you plan, prepare and execute your job search, for example:

- Searching for a Job
- Researching Potential Employers
- Create a LinkedIn Profile
- The First Job Interview
- Negotiating Job Offers

IMPROVE YOUR APPLICATION MATERIALS

There are several ways the Career Center can help you develop your résumé and cover letter:

- Meet with a career advisor for [drop-in advising](#) to get your materials critiqued
- Find and meet with your [career liaison](#) to help you tailor your materials
- Use [Career Docs](#) for an electronic review

CONNECT TO EMPLOYERS & OPPORTUNITIES

Learn about opportunities and events for FSU students and alumni by using [NoleNetwork](#):

- View full-time jobs, part-time jobs and internships
- Access Career Center events and view employer participants
- Upload your résumé and complete your profile so employers can find you

EXPLORE JOB POSTINGS

Search for opportunities according to your personal career goals. There are several websites that compile job postings for you:

General: [Indeed](#), [LinkedIn](#), [Glassdoor](#)
Non-Profit: [Idealist](#), [Florida Nonprofits](#)
Government: [USA Jobs](#), [MyFlorida Jobs](#)

Find more posting sites [here](#). Click "Opportunities"

ATTEND CAREER FAIRS

Chart your path to success at a career fair. Learn about upcoming events [here](#).

- Attend virtual career fairs for national opportunities
- Explore career opportunities in a variety of industries
- Network with employers and practice your elevator pitch

PREPARE FOR INTERVIEWS

Practice interviewing skills at your convenience using [Big Interview](#) or sign up for an appointment for a mock interview on [NoleNetwork](#) (current FSU students only).

- Learn how to answer tough questions confidently
- Schedule a mock interview to hone your skills
- Practice answering behavioral/competency-based interview questions or industry-specific questions
- Send your practice interviews to mentors for feedback and advice

BUILD YOUR NETWORK

Search for professional connections using networking websites. Use professional associations, affinity groups, [ProfessioNole Mentors](#) and [LinkedIn](#) to:

- Proactively reach out to contacts
- Develop mentorships
- Cold call companies
- Search for FSU Alumni to join your network
- Learn about career paths and opportunities

MORE ACTION STEPS

- Meet with a [Career Liaison](#) or Career Advisor
- Visit <https://www.career.fsu.edu/students/prepare-for-the-next-step>
- Search our online catalog, Career Key, for keywords: job search, networking

