



# Career Services Update

University of New Haven

## The EE Office Presents in Freshman Experience Seminar!



Volume 2, Issue 10

November 2008

Special thanks to Christie Boronico, Theresa Reid, Sally Anastos, Arleen Anderson and Kathy Forkin for presenting the “Student Success Plan” to 44 Freshman Experience classes with over 1,000 students! Our presentations informed the students of the importance of writing down their goals and starting their success plan.



*The Career Services Staff would like to wish everyone at the University of New Haven a very Happy Thanksgiving!*

### Kudos

Kathy Forkin (Career Services Specialist) had the pleasure of attending the St Rosa of Lima Church Education Task Force annual reception at Amarante’s on November 13. Congratulations to Jose Cuapio (class of 2011) for his outstanding speech!

Also, this week Kathy attended Dan Osipovitch’s (class of 2009) photography exhibit on November 15 at the KCK Gallery on 397 Campbell Ave. West Haven. Kathy is now the proud owner of one of Dan’s pieces!

### Internship opportunities at UNH’s Career & Internship Exploration Event

News agencies report that hiring is significantly down. Companies want to hire UNH students and on Monday, Nov. 17 through Thursday, Nov. 20, company representatives will staff information tables in Bartels from 10:00 to 2:00. Different companies will participate each day.

Much more than a casual opportunity to shop for a job or internship, students are advised to approach this event in a structured, business-like manner. This includes: (a) showing up well-groomed and dressed in business casual attire, (b) with a well-constructed resume in hand, (c) and a clear idea of skills you have that you can contribute to a company. Even if you have not had ‘professional’ work experience, you still have skills that a company can benefit from. For help in determining what skills you have, visit this site: <http://www.careers.qut.edu.au/job/jobseeking/transferable07.pdf> d) All students – first year through graduate – are encouraged to attend this event: <http://www.newhaven.edu/exped/24739/>

#### PARTICIPATING COMPANIES:

**Monday:** IRS, Free Your Data, Covidien, AFLAC, Konowitz, Khan, & Co., Raytheon, Mohegan Sun

**Tuesday:** Horace Mann Ins. Company, CESCT, Enterprise, Pratt & Whitney, Target, MRCC, Public Allies

**Wednesday:** USMC, KX, Tile America, Cintas

**Thursday:** Public Allies, MRCC, Fairfax Data Sys., YNHH, USMC, Inroads, GNHWPCA, LaCuisine

*Taken from the desk of Arleen Anderson, Director of Internships*





**CHECK OUT  
OUR FALL 2008  
WORKSHOPS!**

**RESUME WRITING**

Looking for a job or internship? We will guide you through the first stage in your search, writing a resume. Get tips on what employers look for and how to stand out from other job seekers!

Mon. 11/17: 3:05-4:05 (K202)

Wed. 12/3: 12:15-1:15 (NH1)

**COVER LETTERS & OTHER  
CORRESPONDENCE**

Having trouble writing a cover letter? Join us to find out what should be included. We will also review thank you, acceptance/decline positions, and resignation letters.

Mon. 11/24: 1:40-2:40 (K101)

Mon 12/1: 3:05- 4:05 (K202)

**THE ART OF  
INTERVIEWING**

Nervous about interviewing? Come discover interview techniques, how to successfully prepare beforehand, what to bring, and how to improve your professional appearance.

Wed. 11/19: 12:15-1:15 (NH1)

Mon. 11/24: 3:05-4:05 (K202)

**PROS & CONS  
OF TECHNOLOGY**

Uncover how technology can help you when searching for a job and determining salary range. Also, find out how it can negatively affect your chances of getting an interview or job offer.

Wed. 11/26: 12:15-1:15 (NH1)

**NETWORKING  
ETIQUETTE**

Most jobs are found through networking! Let us show you how to effectively network by helping you write and deliver a polished "elevator speech."

Mon. 11/17: 1:40-2:40 (K101)

**GAME PRODUCTION  
COORDINATOR NEEDED AT  
MOHEGAN SUN!**

Plan, organize, and execute CT Sun game production and presentations. Develop game formats, production sheets, public address copy and conducts production meetings. Hires and manages seasonal game presentation staff including dance team, mascot, public address announcer, in-game host, National Anthem performers and half-time entertainment. Directs all video production, music selection and coordination, LED and matrix board graphics production, in-arena promotions, special events...

**BA in business, communications, or another related field required.**

[www.mohegansun.com](http://www.mohegansun.com)

**CAPITAL WORKFORCE PARTNERS SEEKS PART  
TIME MARKETING COMMUNICATIONS SPECIALIST!**

Will provide marketing and communications support for the Communications Director, use writing skills to create articles for e-newsletter and Board Newsletter, coordinate job fairs, trade shows and other events, contribute to new media development efforts and help maintain the media database and company website, and provide back-up support. **Minimum of 2 years in college in marketing or communications program. Submit cover letter and resume to [hr@capitalworkforce.org](mailto:hr@capitalworkforce.org)**

**MECHANICAL ENGINEER WANTED AT OTIS  
ELEVATOR COMPANY**

A subsidiary of United Technologies Corporation and is one of the world's largest manufacturers and maintainers of people moving products, including elevators, escalators, shuttle systems and moving walkways.

**BS Mechanical Engineering degree. A minimum GPA of 3.0+ is required. Advanced degree preferred. - Experience with CAD, especially ProE.**

<http://careers.hodes.com>

**HERE ARE THE  
NEWEST  
BLACKBOARD  
JOBS LISTINGS!**

