## JOB SEARCH TIMELINE

<table>
<thead>
<tr>
<th>Freshman</th>
<th>Sophomore</th>
<th>Junior</th>
<th>Senior</th>
</tr>
</thead>
<tbody>
<tr>
<td>⇒ Create a resume—have it reviewed by a COER advisor</td>
<td>⇒ Join campus organizations—stay active and look for leadership positions</td>
<td>⇒ Continue with campus involvement</td>
<td>⇒ Update your resume</td>
</tr>
<tr>
<td>⇒ NETWORK!</td>
<td>⇒ Investigate and consider co-op and intern opportunities</td>
<td>⇒ Get a co-op or intern position</td>
<td>⇒ Purchase a suit</td>
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<tr>
<td>• Create a contact list</td>
<td>⇒ Go to BOTH Career Fairs</td>
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<tr>
<td>• Attend employer info sessions</td>
<td>⇒ Attend COER workshops</td>
<td>⇒ Attend COER workshops</td>
<td>⇒ Attend the Etiquette Dinner</td>
</tr>
<tr>
<td>⇒ Attend COER workshops</td>
<td>⇒ Go to BOTH Career Fairs</td>
<td>⇒ Sign up for a practice interview with a COER advisor</td>
<td>⇒ Research average starting salaries for your major</td>
</tr>
<tr>
<td>⇒ Purchase business attire</td>
<td>⇒ Attend COER workshops</td>
<td>⇒ Schedule an advising appointment</td>
<td>⇒ Evaluate job offers</td>
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<tr>
<td>⇒ Attend Career Fair</td>
<td>⇒ Sign-up for a practice interview with a COER advisor</td>
<td>⇒ Visit the suit closet</td>
<td>⇒ Report your post-grad plans to COER</td>
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<tr>
<td>⇒ Investigate and consider co-op and</td>
<td></td>
<td></td>
<td>⇒ Stay on your department’s list-serves</td>
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</tbody>
</table>

**Update your resume with newly acquired employment, skills and projects every semester!**

Register each semester with Career Opportunities & Employer Relations (COER) to access job postings in MinerJobs.

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**COER Resources**

- On-Campus Interviews
- Telephone & Video Interviews
- Resume Referrals
- Resume Reviews
- Interview Evaluations
- Job Search Techniques
- Employer Sponsored Events
- Evaluate Job Offers
- Alumni Services
- MinerJobs
- Going Global
- On-Line Career Resources
- Practice Interviews
- Professional Development Workshops
- Suit Closet
- Etiquette Dinners
- Individual Advising Sessions
- Facebook, LinkedIn

*Key recruiting focus areas include: GPA, experience (co-op/intern/research) and leadership in student organizations*

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