The Career & Employment Hub

Connecting you with your future!

Presented by:
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**TODAY’S ROAD MAP**

- Welcome
- Goals
- Activity
- Activity debrief
- Services of The Career and Employment Hub
- How we can help you
- The Next Step
OUR GOALS FOR YOU:

1. Gain knowledge about the Career & Employment Hub (Career Hub) Services

2. Be able to identify your next step in career preparation

3. Sign up for an appointment with a Career Advisor
"Back off a bit. You're scaring people."
Career Services: Provided to current students & alumni

- Exploring & connecting degrees to careers
- Career assessments
- Preparing for Interviews
- Crafting a cover letter and resume
- LinkedIn and Creating a positive social media image
- Developing job search skills
- Connecting with the community
Career Services: Provided to current students

Connecting you to experiential learning opportunities
HOW CAN YOU CONNECT TO THE HUB

1:1 Appointments
- https://usm.maine.edu/career-and-employment-hub/careers

Monthly workshops
- Dates to be announced

USMCareerConnections, our online job board
- Go to USM Campus Portal and click on the Blue Cube!
TOP 10 ESSENTIAL SKILLS
EMPLOYERS WANT IN COLLEGE GRADUATES

10. Strong Work Values
9. Academic Competence in Reading and Math
8. Learning Skills
7. Leadership / Management Skills
6. Computer / Technical Literacy
5. Interpersonal Effectiveness
4. Personal Management Skills
3. Analytical and Problem Solving Skills
2. Ability to Work in a Team
1. Communication Skills

How are these obtained?

• In the classroom
• Internship Experience
• Volunteering
• On the Job
QUESTION??

• How long, on average, does a person take to look at a resume?
In today’s job market – you need to stand out!

Customize your resume to every job

Your Professional Resume will be 1-2 pages in length
  - Depending on your experience and length of the job description

To assist you in this process start with a Master Resume!
Visit
Career & Employment Hub

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Visit us online: usm.maine.edu/careerhub