COLLEGE OF ENGINEERING
OFFICE OF PROFESSIONAL DEVELOPMENT AND INTERNSHIPS

Fall 2020-2021
Purpose of This Workshop

• Introduce our office and services to new students
• Introduce this year’s staff members
• Present spring semester’s agenda- list of guest speakers
• Hear about which companies you’d like to see
• Answer questions and inquires
STAFF

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Our Office

Prepares undergraduate engineering students for successful careers at leading regional and national employers. We match engineering students with internship and job opportunities, and help students get their resumes in front of employers at internship and job fairs.

Events We Host

• Speaker Series Workshop
  Various topics on professional development
  Tues/Wed @12-1PM VIA ZOOM

• Mock Interviews Day
  Tentatively scheduled for October

• Special recruiting events as needed
What YOU Should be Doing

1. Register for CareerLink to view available job/internship postings.

2. Visit the Career Development Center (CDC) at Brotman Hall, 250 for an advising appointment.

3. Attend resume, internship, networking workshops; job fairs; and company info sessions regularly hosted by the CDC.
Our Common Workshop Topics (Every Semester)

• Resume Building
• Internship/Job Search
• Interview Skills
• Networking in the Workplace
• Creating Personal Brand
## Common Workshops Topics

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<th>How to Accept Constructive Criticism</th>
<th>Conflict Resolution</th>
<th>Interviewing Techniques</th>
<th>Professional Work Ethic Skills</th>
<th>Time Management and Meeting Expectations</th>
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<tr>
<td>Internship Opportunities</td>
<td>Effective Communication Skills</td>
<td>Leadership Skills and Roles</td>
<td>Resume Writing</td>
<td>Job Search Techniques</td>
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<td>Building Positive Professional Relationships</td>
<td>Clean up to Build up; Social Media</td>
<td>How to Write Cover Letters and Personal Statements</td>
<td>Professional Electronic Communication</td>
<td>What to do After the Job Interview</td>
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<td>Being A Team Player</td>
<td>Goal Setting and Achievement</td>
<td>Networking</td>
<td>Salary Negotiation</td>
<td>Corporate Attitude</td>
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<td>Technical Interviews</td>
<td>Graduate School</td>
<td>Elevator Speech</td>
<td>Working Well Under Pressure</td>
<td>How to Market Yourself</td>
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<td>How to be Successful at a Career Fair</td>
<td>Technical Resume Writing</td>
<td>“I’m Graduating Now What?”</td>
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Past Workshops

The Office of Professional Development and Internships Presents

The Office of Professional Development and Internships presents

Speaker Series Workshop:
INSIDER TIPS FROM GRIFFITH RECRUITER ON:

NETWORKING, HIRING PROCESS, & WORKPLACE CULTURE

Speaker:
RON ROBERTS, JR.
RECRUITMENT AND PUBLIC RELATIONSHIP SPECIALIST
GRIFFITH COMPANY

ECS 312 | TUES FEB. 19 | 12-1PM

Follow the link to RSVP or scan QR code:
https://csulb.qualtrics.com/jfe/form/SV_6wF29/H3aDLWlWmR

The Office of Professional Development and Internships Presents

The Office of Professional Development and Internships Presents

Resume Writing for Engineers

Vera Fair & Sophia Imiziaz
Senior College & Diversity Recruiter HR Career Foundation Program

Niggli Conference Center (ECS 312)
Tues 3/12 | 12-1pm
Last Semester’s Workshop Schedule

2/4: Accenture
2/12: Chevron
2/18: U.S Coast Guard
2/19: Cal Water
2/25: Kiewit Corporation
2/26 Epson

3/4: Teco Diagnostics
3/11: California Transportation Services
3/18: Long Beach Energy Resources
3/25: NAMSA Medical Research Organization
Last Year’s MOCK INTERVIEW DAY

THE OFFICE OF PROFESSIONAL DEVELOPMENT AND INTERNSHIPS PRESENTS

SOUTHERN CALIFORNIA EDISON
(Proud Sponsor Of This Event)

MOCK INTERVIEWS

OVER 40 DIFFERENT INDUSTRIES WILL BE PRESENT

BRING YOUR RESUME AND DRESS FOR SUCCESS!

APRIL 12TH 8:30 AM TO 4:00 PM

SPACE IS LIMITED. RSVP AT:
https://csub.qualtrics.com/jfe/form/SV_eFetfGJtB3vwiJb

SCS ENGINEERS

Environmental Consultants and Chemists

Balfour Beatty

Marathon Petroleum Corporation

SoCalGas

LAX

Los Angeles World-Ports

Western Digital
COLLEGE OF ENGINEERING
OFFICE OF PROFESSIONAL DEVELOPMENT AND INTERNSHIPS

RESUME REVIEW &
MOCK INTERVIEW

SAVE THE DATE:

APRIL 10, 2020
8:30 AM - 2:30 PM
USU BALLROOM

Join hundreds of engineering students for an opportunity to practice your interview skills and have your resume reviewed by real employers!

Registration information will be emailed out on March 2nd*
Question:

Which companies, or topics would you like to see?
Question:

Any general questions, feedback or suggestions?
THANK YOU!

Office of Professional Development and Internships

COE-internships@csulb.edu

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