



Work toward greatness.

SPRING 2012 CALENDAR OF EVENTS FOR GRADUATE STUDENTS

White Plains Room 218, Office Hours: Tuesday and Thursday, 10:00am to 6:00pm

Pleasantville Gannett House, Office Hours: Monday – Friday, 9:00am to 5:00pm

Call (914) 773-3415 or (914) 773-3361 to make an appointment

www.pace.edu/careers

HOW TO USE LINKEDIN IN YOUR JOBSEARCH:

****Building your Profile**Networking using LinkedIn's Features**Tips to get noticed by Recruiters/Employers****

Tuesday, February 21st, 5pm-6pm: Location: White Plains Graduate Center, Room 208

Many are on LinkedIn but don't know how to utilize it. This tutorial will show you how to get your LinkedIn optimized, and gives feedback on what Employers are looking for on a candidate's profile. Advice is from collaboration with social media experts and recruiter panels. A must for any job seeker!

HITACHI--PACE 2012 ANNUAL NETWORKING EVENT & NON-PROFIT FORUM

****Inspired Education: Learning, Teaching and Technology****

Wednesday, February 29th, 9am-1pm: Location: White Plains Graduate Center, Room 208

Hitachi and Pace's Wilson Center team up to offer a panel on innovation in education and its relationship with the nonprofit sector. Networking luncheon with employers offers an opportunity to connect directly with recruitment managers looking to hire for full-time jobs and internships.

MOCK INTERVIEW DAY

Thursday, March 1st, 9am-1pm Location: Pleasantville Campus, Gannett House

Practice your interviewing skills with recruiters and hiring managers from corporate and non-profit settings. Interviewers from ICON International, Pearson Education, Hope's Door, KPMG, and Westchester Medical Center Sign up now for an interview time slot! Space is limited.

HOW TO CREATE A 'BRANDED' RESUME & ONLINE PRESENCE THAT GETS INTERVIEWS

Tuesday, March 6th, 5-6pm Location: White Plains Graduate Center, Room 208

Learn what goes into a resume that stands out from the competition and markets your 'personal brand'. Your online presence is just as important as your resume. Both working together gets you the job you want.

SPRING 2012 JOB & INTERNSHIP FAIR (NEW YORK CITY)

Wednesday, March 7th, 2pm-5pm Location: 1 Pace Plaza Gymnasium, NYC

SPRING 2012 JOB & INTERNSHIP FAIR (PLEASANTVILLE CAMPUS):

Wednesday, April 4th, 11am-2pm Location: Goldstein Fitness Center

Meet with representatives to obtain career information and explore job and internship opportunities with accounting firms, financial services, media, consumer products, not-for-profits, government, healthcare, computer science, technology, hospitality, retail and other areas of interest!

PROFESSIONAL BUSINESS ATTIRE. BRING SEVERAL COPIES OF RESUMES

ADVANCED INTERVIEWING WORKSHOP

Tuesday, March 20th, 5pm-6pm Location: White Plains Graduate Center, Room 208

Find out how to prepare, practice and take command of the interview! Everyone in a job or internship search needs to take this workshop. Get ready for your next interview!!

LINKEDIN PROFILE CRITIQUES SPECIAL EVENT, BY APPOINTMENT: Call 914-773-3415/3361

Thursday, March 22nd Location: White Plains Graduate Center, Room 218

LinkedIn is considered the on-line resume. Many charge hundreds of dollars for this critique, but Pace Career Services in White Plains is offering it to you free of charge to jump-start your job search.

Sign up now for a time slot! Space is limited.