How to Maximize CAREER Opportunities While At Pace
OUR STRATEGIC APPROACH

- Relationship and Placement Managers
- Employer Relations
- Outcome Assessment
1. Design Your Resume

- Go to classes.pace.edu and click on the Career Services tab
- Use our tried-and-true RESUME TEMPLATE to fill in your information
- Get expert feedback instantly with RESUME WORDED
- Make an appointment with a Career Counselor to learn how to search for an internship and interview
2. GET INVOLVED ON CAMPUS AND IN THE COMMUNITY

- Join Clubs or Organizations
- Volunteer at the Center for Community Action and Research (CCAR)
- Assume a Leadership Role
3. CONNECT WITH EMPLOYERS

• Go to Career Fairs
• Participate in Industry Panels and Road Trips
• Attend Career Panels & Employer Spotlights
3. CONNECT WITH EMPLOYERS

- **Road Trips** – Employers like Coca-Cola, Bloomberg, Simon & Schuster, Nielsen, Carlyle Hotel, Regeneron, Horizon Media, and Societe Generale

- **Spotlights** - SONY, Madison Square Garden, HBO, Ayco-A Goldman Sachs Company, Live Nation, Warner Music Group and PwC
4. DO INTERNSHIPS

• When:
  • Start the process right away
  • During semesters & over summers and winter break

• Why:
  • Build a professional network
  • Combine theory with practice
  • Define what “you really want to do” and learn what it’s going to take to get there
  • Enter the full time job market “with experience” and a competitive resume
WHERE TO FIND THE INTERNSHIPS

[picture of Handshake platform with text: Want to know our secret? Intuitive and Mobile Career Center Management Solution. pace.joinhandshake.com]
5. STAY ENGAGED WITH CAREER SERVICES

• Many internships convert to full-time job offers
• Stay engaged with Career Services
• Develop a full time job search strategy with your Career Counselor
• Rewrite your resume, practice your interview skills, network...attend career events (job fairs, employer information sessions, career panels, and sign up for on-campus interviews
PACE Internship Program

- Pace students participated in almost **8,000** internships, practicums, and fieldwork experiences last year
- **4000+** employers across the country hired Pace students as interns over the past five years

Plus:
- More than **120,000** jobs and internships posted at Pace for students this fiscal year
PACE Employers

• A&E Television Networks
• Dannon
• EY
• Goldman Sachs
• HBO
• IBM
• KPMG
• Madison Square Garden
• March of Dimes
• MasterCard
• Memorial Sloan Kettering

• National Urban League
• NBC Sports
• NewYork-Presbyterian
• NFL
• NYS Office of the Attorney General
• PepsiCo
• Showtime Networks
• UBS
• United Way
• US Environmental Protection Agency
• US Probation Office
EXCITING BRANDS THAT POST WITH US ON HANDSHAKE
CONTACT CAREER SERVICES

NEW YORK CITY OFFICE

41 Park Row, 14th Floor
New York, NY 10038
212-346-1950
careers@pace.edu

PLEASANTVILLE OFFICE

861 Bedford Road, Paton House
Pleasantville, NY 10570
914-773-3415
careerservicesplv@pace.edu

Schedule an appointment:
pace.joinhandshake.com/appointments
STAY CONNECTED

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Career Services at Pace University