Job and Internship Search Tips

Link into your future career! Explore your career pathway by visiting Dolphin CareerLink via your myCI portal. Features include:

- On and off-campus jobs and Internships
- Resume and Interview Handbooks
- Graduate School Handbook
- Salary Calculator
- Job Search Database

- Registration for Workshops and Events
- Student Employment Application (on-campus)
- Career Assessments
- Career Exploration Resources
- Networking Strategies

What you need to start:

- Resume
- Cover Letter
- Updated Dolphin CareerLink Profile
- LinkedIn Profile

Find On-Campus Employment:

- Search on Dolphin CareerLink
- Upload necessary documents such as a Student Employment Application
- Check document approval status after 24 hours
- Visit the Career Development Center for additional assistance

HOW TO USE LYNDA.COM VIDEOS:

1. Locate the workshop materials at: go.csuci.edu/cdsweb
2. Select "Students" then go to "Workshops"
3. Select "Lynda.com Video Workshops"
4. You will be prompted to sign-in to your myCI student portal
5. Select your workshop & complete the guide white viewing

ONLINE SERVICES visit go.csuci.edu/cds-students for more info!

- Resume Templates, Samples and Handbook
- Career Assessments
- Career Research/Job Search Databases
- Virtual Mock Interviews and One-On-One Appointments

Online Career Counseling Appointments Now Available!

GRADUATE SCHOOL PREPARATION RESOURCES

Graduate School Application Advising:
Visit Career Development Services during Drop-in Career Counseling to discuss the basic steps of graduate school research, the application process, planning, and preparation methods.

Graduate School Bound Program (online only):
The Graduate School Bound Program assists CI students who are interested in graduate school. The program is offered in a self-paced online module format accessible at go.csuci.edu/cdsgraduate.

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For more information please contact the Career Development Center at (805) 437-3270 or career.services@csuci.edu. Persons who, because of a special need or condition, would like to request an accommodation should contact Disability Resource Programs at (805) 437-3331 or email accommodations@csuci.edu as soon as possible, but no later than ten business days before the event, so that appropriate arrangements can be made.

CAREER DEVELOPMENT SERVICES AND STUDENT LEADERSHIP PROGRAMS

FALL 2017

EVENTS AND WORKSHOPS SCHEDULE
**Meet with student leadership and career development staff and get answers to your career and leadership questions.**

**Learn about the paid internship program including how to get ready to impress!**

**Gain tips on how to prepare for the Lunch & Leadership Series:**

**Learn proactive job and internship search strategies.**

**Get helpful information for applying to on-campus internships.**

**Select the ‘Events & Workshops’ tab to schedule a time slot.**

**Join us for the Inaugural Fall Career & Internship Fair!**

**For a list of participating recruiting to fill internship, part-time, and/or full-time employment positions.**

**Sign up at go.csuci.edu/cdsnews.**