



OPPORTUNITIES

A QUARTERLY CAREER NEWSLETTER
BROUGHT TO YOU BY THE CAREER MANAGEMENT CENTER

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Upcoming Deadlines: **Main Campus & Stuart School of Business Undergraduate Students:**

July 14 - Earliest date to register for a Fall Co-op or Internship

July 28 - Earliest date to begin Fall Co-op or Internship

August 29 - Last day to register for Fall Co-op or Internship

September 8 - Last day to start working a Fall Co-op or Internship

Stuart School of Business Graduate Students:

July 14 - Earliest date to register for a Fall Co-op or Internship

July 28 - Earliest date to begin Fall Co-op or Internship

August 29 - Last day to register for Fall Co-op or Internship

September 8 - Last day to start working a Fall Co-op or Internship

Top 5 Reasons Why You Should Use CMC Services from Your First Day as an IIT Student

Emily L. Breckenridge
Leslie Andersen, Assistant Director

As an IIT student, you can access the services at the Career Management Center (CMC) from your first day on campus. Okay, so it seems a little early. You just started college, and you're not even thinking about what's going to happen after you graduate yet. But it's not too early! Career planning and development should start from day one of your IIT experience to make your job search after graduation an easier process. Here are the top five reasons why using the CMC early in your IIT education is a good idea:

1. Career Fairs – More than 100 employers from a variety of industries visit IIT's Main Campus for the annual Fall and Spring Career Fairs hosted by the CMC. Even if you're not actually looking for a job, career fairs are a terrific way for you to learn directly from employers about the types of jobs that are available in your field, and what specific skills or attributes employers seek in candidates. You can then benefit from this information by developing those skills or attributes throughout your education. Also, by attending Career Fairs early on, and practicing how to network and speak to employers, you'll be more comfortable by the time you're ready to start seriously looking for an internship, co-op or "permanent" job. (Continued on p. 2)



Recent Masters Mechanical Engineering Graduate Recommends Using CMC to Achieve Career Goals

Leslie Andersen, Assistant Director

Krishna Parmar graduated as a gold medalist (first in his class) with a Bachelor's degree in Mechanical Engineering from Gujarat University in 2003. He worked for 1 ½ years with two multinational companies in India, L & T, and Linde AG, in their Plant and Piping departments, before he and his family immigrated from Baroda, India to West Palm Beach, Florida. After working for six months as an HVAC engineer and designer for Buchanan Professional Engineering, a consulting firm in Pompano Beach, he made the difficult decision to leave a well-paying job in order to begin graduate work in Mechanical Engineering at IIT.

Shortly after arriving in Chicago on a cold snowy day in January 2006, Krishna visited the CMC to start searching for an on-campus job. He opened an e-Recruiting account, revised his resume with the help of a CMC career advisor, and started applying. He was offered a work-study position at the reference desk in Galvin Library and began working during his first semester. He also posted his resume in e-Recruiting and began searching for a summer internship (as a U.S. Permanent Resident, he was eligible to work off-campus). Armed with CAD skills, work experience in India and Florida, and the 3.8 GPA he earned during his first semester at IIT, he was offered a full-time summer internship doing tool and die design with Webster-Hoff in Glendale Heights, IL They were very satisfied with his performance that summer and offered him a part-time internship for the fall semester, while he continued studying full-time. (Continued on p. 3)

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2. e-Recruiting – This online job and employer database will connect you 24/7 to thousands of employers and job opportunities, including on-campus jobs, internships, co-ops, and full- and part-time jobs. You can get your username and password by stopping into the Career Management Center during regular business hours (9-5) or by visiting the CMC website <http://www.cmc.iit.edu/students/firstTimeUser.asp> and requesting the account on-line. Come to an Introduction to e-Recruiting workshop to learn the “in’s & out’s” of e-Recruiting, and how to make it work for you. Keep your profile up-to-date and post your latest resume (after it is reviewed by your CMC advisor) so that you can search for jobs and events that might interest you and employers can contact you about opportunities.

3. Career Workshops – The CMC offers a variety of career workshops, including the Getting a Job three-part series, which will instruct you on everything from writing a resume to accepting a job offer and everything in between. Attend an Introduction to Co-op and Internship workshop to learn about those programs that help you get the experience that employers want. The workshop schedule is available at www.cmc.iit.edu.

4. Employer Information Sessions – Learn about employers hiring in your field by attending employer information sessions. Hosted throughout the year, this is your chance to get a sneak peek into what it’s like to work for a certain company, and how you can get your foot in the door. You’ll also get to meet representatives from the organization who are often IIT alumni. During the 2007-08 academic year, information sessions were hosted by Microsoft, Blue Cross & Blue Shield Association, Honda, IMI and more! Look for flyers around campus about upcoming sessions, and check the CMC website frequently.

5. Other Career Events – Learn the skills you’ll need to dine with employers, and make a positive impression at an interview through the multitude of other events hosted by the CMC including Etiquette Lunches, Dress for Success Seminars and Mock Interview Days.

The Career Management Center/CMC welcomes students at all levels of their academic careers, from first semester freshmen to PhD candidates. Visit the office early to meet the friendly professionals who help students prepare for careers with employers ranging from Abbott Laboratories and JP Morgan Chase, to Zebra Technologies.

Recession- Proof your Job

Briana Macon

Recession is when the state of the economy declines; a widespread decline in the Gross Domestic Product and employment and trade lasting from six months to a year. There are things you can do to keep your job as safe as possible. “You have to be proactive,” says Dale Winston, CEO of the executive recruiting firm Battalia Winston International. In December, United States unemployment rose to 5% for the first time in two and a half years. Unemployment, now at 5%, is just 1% higher than the 4% level that economists consider “full employment” – meaning that everyone who wants a job has one. Worried your employer might cut your position in a downturn? Here are 4 tips to help avoid the cut:

1. Be Visible

Figure out a way to stand out and distinguish yourself. Show up early and stay late. If your boss needs someone to volunteer for a project, raise your hand to do it, and do it well. “It’s time to get close to your boss,” says Stephen Viscu, author of *On the Job*, “Have that nose as brown as possible.”

2. Concentrate on finding places to pinch pennies, or identify cheap new sources of revenue or BOTH!

A company’s first discharges are usually targeted at jobs that cost money rather than jobs that bring in money. Brainstorm ways to create new revenue streams. Suggest cost-cutting moves like switching to a less expensive vendor or bringing something in-house that you currently pay consultants to do. You can try everything from telecommunicating to a faraway meeting to gently encouraging colleagues not to print all 100 pages of a document unless they absolutely need them.

Hot Jobs, Internships & Co-ops

3. Grab and Toot Your Own Horn

“Make sure you’re adding value at work by going above and beyond your basic job responsibilities,” says Christine Price, principal at staffing firm Ready to Hire. “Then make sure your boss knows it, without being obnoxious.” In meetings, praise your team for finishing a project early. Forward your manager the regards an important client e-mailed you.

4. Keep a Broad Perspective

Contribute in various ways. “Volunteer for crucial responsibilities, including tasks for which YOUR boss is responsible,” advises Richard Bayer, chief operating officer of career counseling network, The Five O’Clock Club. It’s ok to take on a project for other divisions. It’s hard to fire someone when they are valuable to your team. “If you can teach people how to fish rather than just catch big fish yourself,” says Paul Rowson, general manager at WorlDatWork, “you will be more valuable.”

Associate Software Engineer - Infrastructure

NAVTEQ

Finance Intern City of Elmhurst
Architect

Architectural Network

AutoCAD Draftsman

Nevin Laboratories, Inc.

Electrical Engineer

DEL Technical Services, Inc.

Project Manager

ATMI Precast

Business, Communication & Marketing
Intern

American Eagle Food Machinery

Sales Account Manager

The KPM Group

Civil Engineer

Village of Glenview

Plant Engineering

Exelon Corporation

Accounting Associate

International Engineering Consortium

For more terrific opportunities, login to
<http://iit.erecruiting.com> TODAY!

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That fall Krishna attended the IIT Career Fair and also participated in On Campus Interviewing. He had interviews with several companies, including Baxter International, Caterpillar, Dietrich Metal Framing, Exelon, and Valdes Engineering. He accepted a full-time job with Valdes in Lombard, IL and began working in late December while continuing to pursue his master’s degree, part-time. His job at Valdes included working on-site at the Exxon Mobil and BP refineries using his experience with piping design. A few months later, Baxter International offered Krishna an excellent career opportunity to work in their Device Center of Excellence as a Systems Engineer. He was reluctant to leave Valdes so soon, but Baxter was offering him his “dream job,” so he accepted their offer and started the 100 mile round-trip drive to Round Lake in July 2007. Presently Krishna works in Reliability Engineering where he designs and tests medical devices, an integral part of Baxter’s mission of “Saving and Sustaining Lives.” He works on a team of 10 engineers from various disciplines, including Electrical Engineering, Computer Science, Industrial, and Mechanical Engineering. He reports to the director of Design Transfer and Process Development. He feels that he has found his career and looks forward to future challenges at Baxter in the years ahead.

Krishna indicated that his IIT coursework in Statistical Quality Control and CAD and Manufacturing are proving most helpful in his work. This past May he graduated from IIT with his masters in Mechanical Engineering and will likely pursue an MBA after gaining more experience at Baxter.

His advice to IIT students: “It’s always difficult to get your first career job, but keep applying and try not to get too discouraged when things don’t happen as quickly as you wish. Use the services and expertise of the CMC, which will guide you on the path to success.”

Upcoming Events . . .

Fall 2008 Career Fair

Thursday, September 18, 2008, 12:00-4:00 p.m.
Main Campus, Hermann Hall

Fall 2008 On-Campus Interviews

All On-Campus Interviews will take place at the Main Campus Career Management Center from 9:00 a.m. to 5:00 p.m. unless otherwise noted. For information on how to apply, please visit <http://www.cmc.iit.edu/students/oci.asp>.

Backstop Solutions Group October 14, 2008
Cargill Inc. October 9, 2008
Caterpillar September 30, October 1, 7, 8, 2008
CompuSystems September 25, 2008
Cygnus Atratus November 4, 5, 2008
F.H. Paschen October 2, 2008
Greenline Financial October 2, 2008
Honeywell October 21, 2008
Infosys Technologies Ltd. October 2, 7 2008
Microsoft September 24, 25, 2008
Navteq September 24, 2008
Orbitz November 15, 2008
Puget Sound Naval Shipyard October 2, 2008
Ruckus Wireless September 25, 2008
Schlumberger October 14, 2008
Turner Construction September 22, 2008
USG Corporation October 9, 2008
US Steel September 23, 2008
WW Grainger October 7, 2008

Fall 2008 Workshop Series

For an updated calendar of workshops, and information on how to pre-register, please visit our website at www.cmc.iit.edu.

Becoming a Certified Candidate Orientation

Tuesday, Sept. 23, 3:00-4:00 p.m.
Career Management Center, Main Campus, Galvin Library-2nd Floor
Wednesday, October 1, 12:00-1:00 p.m.
Career Management Center, Main Campus, Galvin Library-2nd Floor
Tuesday, October 28, 11:00-12:00 p.m.
Career Management Center, Main Campus, Galvin Library-2nd Floor
Wednesday, November 5, 11:00-12:00 p.m.
Career Management Center, Main Campus, Galvin Library-2nd Floor

CPT Workshop for International Students

Tuesday, October 14, 12:45-1:50 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Wednesday, October 29, 12:45-1:50 p.m..

Career Management Center, Main Campus, Galvin Library-2nd Floor

Tuesday, November 18, 12:45-1:50 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Etiquette Lunch

Friday, October 24, 2:00-4:00 p.m.

Main Campus - Location and Speaker TBD

Getting a Job: Making a Positive First Impression

Tuesday, Sept. 2, 12:00-1:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Thursday, Sept. 4, 12:00-1:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Thursday, Oct. 2, TBD

Career Management Center, Main Campus, Galvin Library-2nd Floor

Friday, Oct. 3, TBD

Career Management Center, Main Campus, Galvin Library-2nd Floor

Monday, Nov. 3, 12:00-1:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Tuesday, Nov. 4, 12:00-1:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Getting a Job: Marketing Yourself Effectively

Monday, Sept. 8, 12:00-1:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Tuesday, Sept. 9, 12:00-1:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Monday, Oct. 6, TBD

Career Management Center, Main Campus, Galvin Library-2nd Floor

Tuesday, Oct. 7, TBD

Career Management Center, Main Campus, Galvin Library-2nd Floor

Monday, Nov. 10, 12:00-1:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Tuesday, Nov. 11, 12:00-1:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Getting a Job: Transitioning from Student to Professional

Wednesday, Sept. 24, 12:00-1:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Friday, Sept. 26, 12:00-1:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Wednesday, Oct. 22, TBD

Career Management Center, Main Campus, Galvin Library-2nd Floor

Thursday, Oct. 23, TBD

Career Management Center, Main Campus, Galvin Library-2nd Floor

Wednesday, Nov. 19, 12:00-1:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Thursday, Nov. 20, 12:00-1:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Upcoming Events . . .

Introduction to Cooperative Education & Internships

Thursday, Sept. 4, 12:00-1:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Friday, Sept. 5, 3:00-4:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Monday, Sept. 29, 3:00-4:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Thursday, Oct. 9, 2:00-3:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Friday, Oct. 10, 3:00-4:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Monday, Oct. 27, 11:00-12:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Thursday, Nov. 13, 11:00 a.m.-12:00 p.m.

Career Management Center, Main Campus Galvin Library-2nd Floor

Friday, Nov. 14, 1:00-2:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Monday, Nov. 24, 3:00-4:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

Tuesday, Dec. 2 12:00-1:00 p.m.

Career Management Center, Main Campus, Galvin Library-2nd Floor

CMC Announcements

New Staff Members-

Tanye (Tan) Harrison (BS CHE '99) recently joined the Career Management Center (CMC) team as its new Managing Director, reporting to Bruce Mueller. Harrison comes to IIT from Northwestern University where she was the associate director of the Walter P. Murphy Cooperative Engineering Education program at its McCormick School of Engineering and Applied Science. She was at Northwestern for over six years and helped build the undergraduate and graduate internship and co-op programs. She was an advisor to Northwestern University chapter of Kappa Theta Epsilon, the national co-op honor society. As a co-op student herself while at IIT, Harrison is very active in the Career Management field. She is the past president of the Illinois Cooperative Education and Internship Association.

Nathan Frideres is the new Assistant Director in the Career Management Center (CMC). Before joining the CMC staff he earned his Master of Arts Degree from the University of Iowa. During graduate school he worked as a Teaching Assistant for the Technology in the Classroom course and did internships in Career Services, Student Educational Services, and Judicial Affairs. He is a member of the American College Personnel Association (ACPA), the Midwest Cooperative Education and Internship Association (MCEIA), the Iowa Student Personnel Association (ISPA), and was webmaster for the Graduate Student Development Association (GSDA). Nathan also obtained his Bachelor of Arts Degree from the University of Iowa, majoring in Elementary Education. He is originally from Algona, Iowa.

Would You Like to See a Specific Company at Spring Career Fair?

If you know any employers interested in recruitment at IIT and would like to see them at the Career Fair please email the name of the company to cmc@iit.edu, and we will try to get them to register. If you have any contact information for the company, please include that in your email as well.

2008 Fall Career Fair

A Sneak Peek of Employers You'll Meet:

Allied Tube & Conduit
Bank of America
Blue Cross and Blue Shield Association
Brill Street + Company
Caterpillar Inc.
Comrach, Inc.
Egen Solutions
Hard Hat Services
Illinois Mathematics and Science Academy
OptionsXpress
Power Construction
Raths, Raths & Johnson
Royal Cyber
Siemens Medical Solutions
Rexam
UPS
U.S. Marine Corps
Vedicsoft Solutions
Walgreens Company
W.W. Grainger, Inc.
AND MORE!

Thursday, September 18, 2008

The Career Management Center (CMC) is hosting its annual Fall Career Fair and you don't want to miss it! Join us for a bigger and better fair with MORE employers from all around the country who are hiring for permanent jobs, co-ops and internships in a variety of industries. Remember to dress for success and bring plenty of resumes!



To Prepare:

- Attend a Career Fair Success Workshop - checkout the CMC website for Fall semester workshop dates/times and locations.
- Dress for success, and bring plenty of copies of your resume!

For More Information Visit:
www.cmc.iit.edu or call (312) 567-6800



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From:
Career Management Center
Illinois Institute of Technology
Galvin Library
35 W. 33rd Street
Chicago, IL 60616



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Website: www.cmc.iit.edu

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6th Floor, Suites 655 & 657
Phone: (312) 906-6555
Fax: (312) 906-6549
Website: www.stuart.iit.edu/careers/

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