# Transfer & Career Services Overview



# Center Resources

#### Location - A301 | <u>citytran@sdccd.edu</u> 619-500-2842

Monday-Thursday 8:00am - 6:00pm Fridays 8:00 am-3:00 pm

- Transfer Application
  - Transfer Workshops
  - University Reps
- Career Development
  - Resume and Cover Letter Workshops
  - Career Interpretation
  - On-Site Recruitment
  - Career Counseling
- Location Services
  - Open computer lab
  - Online job board
  - Physical Job Board
- No appointment required!!

### **Transfer and Career Center Staff**

- Transfer Center Director
- Job Placement Coordinator
- Counseling Services (Transfer and Career)
- Evaluation



## Transfer 101

- Start thinking about your major now and career now
- Meet with a counselor to make sure you are taking the right classes.
- The university process is complicated



### The Job Board

- Join the online job board at <u>www.sdcity.edu/jobnetwork</u>
- We have **nearly 450 partner** employers.
- Work Experience Program
- Join our mailing list
- Resume and cover letter templates

#### NEED A JOB? VISIT OUR NEW JOB BOARD



Steps to search for jobs:

- 1. Go to our link: www.sdcity.edu/jobnetwork
- 2. Click on the bubble that says "Students"
- Click on the button "Create Account"
- 4. Use your CSID number as your username
- 5. Fill out your registration information
- 6. Search our database of jobs!!

Find work on campus and in the San Diego community!

#### www.sdcity.edu/jobnetwork

Stop by Student Transition Services in M-101 or call 619.388.3722 for more information



#### Career Development Assistance

- Once you are ready to apply for a job, come to our center.
- Bring the job description for help with designing your resume around that job opening.
- Once you are invited to an interview, come to our counselor walk-in hours for interview feedback!

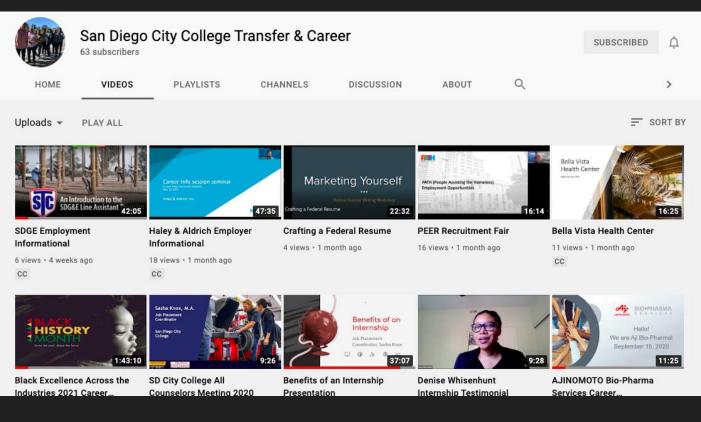




### **Career Development Services**

#### Career Exploration

- Self Assessment and Industry Exploration
- Industry Guides
- Resume & Cover Letter Review
- Job Search Assistance
  - Internship Search
  - Job Search Guide
- Mock Interview
- Job Placement
  - On-Site Hiring Fairs
  - Annual Job Fairs
  - Industry Hiring Guides
  - Student Caseload



#### Additional Resources



- We have a Knights Career Guide
- Onsite interview events.
  - SPAWAR/NAVWAR
  - GKN Aerospace
  - Hyatt Hotels
  - PostalAnnex
  - o Nike
  - US Census
  - San Ysidro Health
- Career Fairs
- "Treks" (Site Tours)
- Physical Job Board
- Join our mailing list for updates!!

## **JOB SEARCH GUIDE**





Need additional help? Contact Job Placement services for an appointment:

citytran@sdccd.edu | 619.500.2842 sdcity.edu/students/services/ career-services

## LANDING YOUR DREAM JOB

Finding a job doesn't need to be complicated follow these simple steps to landing your dream job.

#### **SEARCHING WITH ETHICS**

Our team expects that each student engage in employment opportunity searches and live recruitment events with ethics and manner. Remember to make an amazing first impression for long-term success.

View our <u>Quick Guide</u> to ensure you are representing yourself and the campus with the best manners to secure a job aiding to a rewarding future.

#### **DEFINE YOUR GOALS**

Before you begin to update your resume and jump into a job search, take some time to think about your short-term and long-term goals for your job search. See below some key questions to ask yourself.

What level of responsibility can you take on in addition to your studies?

#### Follow us on Social Media

- Facebook: @SDCityTransferCenter
  O Like our page
- YouTube: San Diego City College Transfer & Career
- **Twitter:** sdcctrancenter
- Instagram: sdcitytransfercareercenter
- LinkedIn: Transfer Career Center
  <a href="https://www.linkedin.com/in/transfer-center/">https://www.linkedin.com/in/transfer-center/</a>
- Email: <a href="mailto:sknox@sdccd.edu">sknox@sdccd.edu</a> | <a href="mailto:citytran@sdccd.edu">citytran@sdccd.edu</a>









