

CAREERUPDATE



Welcome! This is the first edition of the **CAREERUPDATE**, which you can expect delivered to your inbox biweekly! The purpose of this newsletter is to provide career advice and job trend information, as well as access to current job postings. Whether you're interested in finding the perfect **internship**, are ready to apply to **full-time jobs**, or are just looking for a **part-time job** while in school, we'll have information for you here!

“Do you have any questions for me?”

You made it through the interview, but then you're asked,
“Do you have any questions for me?”

“Uhh..... No, I'm good!”

WRONG answer, folks!

Don't miss out on the opportunity to stand out from other candidates and get the job. **CAREERREALISM** has some great advice about crafting questions using the 4 Cs as a guideline:

- | | |
|-----------------------------|--------------------------------|
| 1. Connect | 3. Company Challenges |
| 2. Corporate Culture | 4. Closing Conversation |

Using these questions, you'll look friendly, collaborative, well-researched, and professional—all of which hiring managers seek in candidates! Here are 8 questions that follow the 4 Cs:

- How did you come to work here? (CONNECT)
- What do you love most about working here? (CONNECT)
- Who's the most successful person hired here in the last year and how have they succeeded? (CORPORATE CULTURE)
- Who's been least successful person hired and what did they do wrong? (CORPORATE CULTURE)
- What's the biggest challenge the company will face this year and how will it be overcome? (COMPANY CHALLENGES)
- As an employee, what can I do to make a difference and have an impact on the company this year? (COMPANY CHALLENGES)
- Is there anything about my candidacy that you would change to make me a better fit for this job? (CLOSE CONVERSATION)
- What are the next steps in the hiring process? (CLOSE CONVERSATION)

[Click here to watch a short video of a pro career coach explaining these strategies!](#)

**I ♥ MY
JOB**



- ♦ Information Technology Kehoe Lab Technician
Contact: Vickie Kissel, 419-755-4734
- ♦ Information Technology Fallerius Technician/Service Desk
Contact: Vickie Kissel, 419-755-4734
- ♦ Student Records Office Student Assistant
Contact: Mark Monnes, 419-755-4824
- ♦ Liberal Arts Division Student Assistant
Contact: Kimberly Lybarger, 419-755-4876

JOB UPDATE

Work on campus with **Federal Work Study!**

1. **Apply for eligibility through [Financial Aid](#) Office** (Kee 143), bring 2 forms of ID
2. **Find open positions and descriptions in [Career Office](#)** (Kee 102) or on [College Central Network](#)
3. **Contact department supervisors** to indicate interest in the position and apply
2016-2017 Positions now available!

- ♦ Student Engagement Floor Assistant
Contact: Tammy Smith, 419-755-4312
- ♦ Career Development Services Assistant
Contact: Caitlin Rethorst, 419-755-4786
- ♦ Foundation & Alumni Services Office Asst.
Contact: Mary Rodriguez, 419-755-4767
- ♦ BLIC Library Assistant
Contact: Laura Applegate, 419-755-4331
- ♦ Health Sciences Computer Lab/Wknd Asst.
Contact: Betty Hager, 419-755-4805
- ♦ Health Sciences Evening Receptionist
Contact: Betty Hager, 419-755-4805
- ♦ Physics Work Study
Contact: Gary Wood, 419-755-4861
- ♦ Urban Center Custodial Work Study
Contact: Rhonda Breit, 419-755-9021
- ♦ Urban Center Office Assistant
Contact: Rhonda Breit, 419-755-9021
- ♦ Child Development Center Student Asst.
Contact: Melanie Reynolds, 419-755-5600
- ♦ Rentals & Reservations Office Assistant
Contact: Leah Wachtel, 419-755-4542