

## Career Center Contacts

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## My Career Prep Checklist

### EXPLORE

- Get involved on and off campus
- Establish a competitive GPA
- Meet with my Career Advisor
- Create a HireAggies account
- Explore my values, interests and potential career options with SIGI3 and Career Finder
- Build a one page college resume

### FOCUS

- Participate in AggieExternships
- Consider applying for internships, co-ops and volunteer experience
- Have my resume reviewed by a career advisor
- Attend Fall and Spring Career Fairs
- Use Find An Aggie to begin networking
- Conduct informational interviews

### PLAN

- Attend programs, workshops, and employer information sessions
- Continue networking with professionals
- Join professional organizations in my field of interest
- Participate in mock interviews (virtual and in-person)
- Update my resume and have it reviewed
- Complete an internship or co-op

### COMMIT

- Research companies or graduate schools before applying
- Apply for jobs, graduate or professional school
- Sharpen interviewing skills
- Review all offers with my career advisor



HireAggies.com

209 John J. Koldus Building, 1233 TAMU  
College Station, TX 77843-1233  
Phone: (979) 845-5139 • Fax: (979) 845-2979  
cc\_advisor@tam.u.edu



**CAREER CENTER**  
TEXAS A&M UNIVERSITY

achieve job search  
succeed   
Career Advising  
 professional school  
internships  
co-op explore   
employer research

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**MAJOR.  
DEGREE.  
CLASS.**

commit interviews  
prepare dream  
resume reviews  
AggieExternship  
 former students  
graduation  $\pi$

explore. focus. plan. commit.

# Destination...Success!

We empower all Aggies to realize their potential

## Student Services

### CAREER ADVISING:

The Career Center has career advisors who specialize in each academic college. Whether you are unsure if your major is right for you or you want to discuss options after graduation, your career advisor is here to help! Call (979) 845-5139 to make an appointment.

### WALK-IN ADVISING:

Takes place in 209 Koldus. Covers topics such as resumes, employer research, interview prep, salary evaluation, and more!

#### FALL & SPRING WALK-IN HOURS:

Mon-Fri 8:30-11am & 1:30-4pm

Summer Walk-In Hours: Mon-Fri 1:30-4pm

### MAJOR ADVISING:

Thinking about changing your major or career path? Interested in exploring major, minor, or certification options at Texas A&M University? We have a career advisor to assist you. Please visit HireAggies.com for specific undecided student walk-in hours.

### EVENTS:

Attend Career Panel Discussions, Networking Workshops, Career Fairs, Resume & Interview Preparation Programs, Graduate and Professional School Day.

### EXPERIENTIAL EDUCATION:

Learn more about ways to gain experience before you graduate. The Career Center can help you find cooperative education, internship, AggiExternship opportunities, and volunteer opportunities.

### PROFESSIONAL SCHOOL ADVISING:

- Individual, Group, and Open Advising
- Current Prerequisite Listings
- Volunteer, Camp, and Internship Opportunities
- Application Workshops
- Personal Statement Workshops
- Resume and Personal Statement Review
- Interview Workshops



### When should I first visit the Career Center?

Start Now! We have services for students of all class years and disciplines. It is never too early to meet your career advisor or attend a program. Remember to follow us on social media!

### Can I meet with my college-specific advisor during walk-in advising?

The Career Center offers walk-ins Monday through Friday and our advisors are trained to answer your questions. However, if you would like to meet with the specific advisor for your college or program, call 979-845-5139 for specific walk-in availability.

### What kinds of jobs are available for me?

We are here to provide you with the resources to help you achieve your career goals. Visit HireAggies.com to search for jobs and internships, and call to schedule an appointment with your career advisor to discuss your options.

### I have applied to multiple postings but have not heard anything. Am I doing something wrong?

Connect with your career advisor to review your application materials and learn more about our resources. Remember to have your resume reviewed multiple times and attend one of our programs on Finding Jobs & Internships!

This is *YOUR* Career Center

## Online Resources

### HIREAGGIES:

The Career Center's online system allows you to connect to employers. Whether you have already begun the internship or full-time job search or are just starting, HireAggies is the place to access all of your online career resources.

### CAREER FINDER/CAREER EXPLORER:

Located within the HireAggies online system, these resources allow you to assess your career interests and aptitudes and connect those to potential careers and job opportunities.

### CAREERSHIFT:

View contact information and job listings for thousands of companies worldwide and use job search management tools.

### GOINGLOBAL:

Explore opportunities for jobs and internships in countries around the world. Includes country career guides compiled from research on visa regulations, cultural advice, and embassy listings.

### SIGIS:

An online tool that integrates self-assessment with in-depth occupational information on hundreds of careers.

### VAULT:

Access the world's leading source of career information to efficiently research employers, industries and career subjects.

### VERSATILE PHD:

Graduate students interested in non-academic careers can explore an extensive range of options available to them.

### VIRTUAL MOCK INTERVIEWS:

Participate in virtual mock interviews through HireAggies which includes over 1,500 interview questions and answers.

### AGGIENETWORK.COM TO FIND AN AGGIE:

Utilize The Association of Former Students' online directory and connect with Aggies all over the world.

For additional resources visit [HireAggies.com](http://HireAggies.com)

Access the online version of our career guide:  
[tx.ag/TAMUCareerGuide](http://tx.ag/TAMUCareerGuide)