



# The Quest

Career Directions for Students Today

Volume 3, Issue III  
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## The Career Center

### Location

701 E. Fifth Street  
328-6050

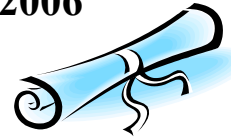
[www.ecu.edu/e3careers/](http://www.ecu.edu/e3careers/)

### Hours

M-F, 8:00 am – 5:00 pm

Appointments may be made for Career Advising, Resume Critiques, Mock Interviews, and various other services offered by the Career Center

## College Graduate Hiring Up for 2006



College students who graduate in 2006 will enjoy the best job market in four years, according to a recent report published by the National Association of Colleges and Employers (NACE).

Employers who responded to NACE's Job Outlook 2006 report said they plan to hire 14.5 percent more new college graduates in 2005-2006 than they hired in 2004-2005. Many described this year's job market as good, very good, or excellent for college graduates.

"Fall semester recruiting activity at ECU was very good," according to Brian Newton, Associate Director of The Career Center. "We had an increase in the number of employers coming to campus to interview and our fall career fair was a tremendous success. We had a lot of opportunities for students in business management, accounting, construction, sales, healthcare, education, as well as, information technology.

Starting salary offers to this year's graduates are also higher than last year's offers, according to the report. On average, survey respondents projected a 3.7 percent increase. "Salaries vary, depending on degree, type of job, type of employer, and other factors, but the increase reaffirms the positive job outlook for this year's class of college graduates," says Marilyn Mackes, NACE executive director.

### Who's in Demand– Bachelor's Degree

- Mechanical Engineering
- Electrical Engineering
- Computer Engineering
- Chemical Engineering
- Accounting
- Business Administration/Management
- Economics/Finance
- Computer Science
- Information Systems
- Marketing/Marketing Management

### Who's in Demand– Master's Degree

- MBA
- Electrical engineering
- Mechanical engineering
- Accounting
- Computer engineering



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### Upcoming Events

For a list of upcoming events sponsored by the Career Center, please click [here](#).

## Spring Career Fairs

### Technology Career Fair

Wednesday, February 15  
10am-2pm  
Minges Coliseum

### Business Career Fair

Wednesday, February 22  
10am-3pm  
Minges Coliseum

### Health Careers Fair

Thursday, March 2  
10am-2pm  
Carol Belk Building

### Hospitality Management Fair

Wednesday, March 1  
10am-2pm  
Hilton Hotel, Greenville

### Science Fair

Friday, February 17  
11am-1pm  
Science & Technology Building

### Education Fair

Friday, February 24  
9am-12pm  
Minges Coliseum



Dear Career Coach,  
What are all of these Job Seeker Toolkits that I've been hearing about?

The Job Seeker toolkit is a newly redesigned interactive CD (version 2.0) to assist you with your job or internship search.

**The CD includes:**

- Informative articles
- Career Center handouts from the Virtual Handout Cart
- Job search tools
- Helpful websites
- Training information: PowerPoint and audio presentations
- Assessment tools: which for the first time includes the ONET Interest Profiler and Work Importance Profiler assessment programs

## Tips for Writing the Perfect Resume

Writing a resume is an easy task for some, while it is extremely difficult for others to gather their thoughts and put them on paper. What is it supposed to look like and what is supposed to go in it? It is a document about you, so you should include your accomplishments and achievements while keeping the format simple for employers to read. The following tips are provided to make resume writing just a little bit easier!

- Place information on the resume in order of importance to the employer
- Tailor the resume to fit the job you are applying for
- Use a font like Times New Roman or Ariel
- Keep font sizes between 10 and 14 pt font
- Use CAPITAL LETTERS, **bold**, underline, *italics*, bullets, and indentions sparingly
- Send a cover letter with each resume you mail, fax, or e-mail
- Include areas in your resume, such as: what you have accomplished, capabilities that you have, and what your current job position entails



**“To motivate people, you give them tasks for which their strengths are important and their weaknesses are not”**  
- Saul W. Gellerman

## Dress For Success

Interviewing— it's exciting, a little intimidating, and you just want everything to be perfect. Everything has been practiced, rehearsed, and tweaked. Everything is absolutely perfect, including your professional attire. First impressions are extremely important, and you want to make the best one possible. If you are unsure about what to wear, you can always check

the web at [Symsdress.com](http://Symsdress.com).

Just remember, you want to dress for the job that you want, and show that you possess the qualifications the company needs through abilities, as well as, dress.



## Make a Powerful Impression

Throughout your job search and especially when you are in a job interview, you need to be able to introduce yourself in a powerful way to prospective employers. The statement you make at this time is known as your **Power Greeting**.

What you say at that moment will set the tone for the rest of your interaction. It is clearly in your best interest to control this introduction and advanced preparation is the key. A Power Greeting is like a "30-second commercial" and is composed of three distinct parts and a follow-up question.



**The Three Parts of a Power Greeting:**

- 1) Your education and credentials (What you have studied)
- 2) Your experience in the field (Work experience, Volunteer work, etc)
- 3) Your strengths (Capabilities that make you invaluable)

**Want to develop your own power greeting?**

<http://www.ecu.edu/e3careers/pdf/interviewing/PowerGreeting.pdf>

**Practice your greeting!**

Practice your power greeting on others to gain comfort and confidence, as well as, create an opportunity where it is easier to present yourself.

## What Job Banks Tell Us



Anyone looking for a job in today's job market should become intimately familiar with online job banks. Current Internet technology is making it much easier for job seekers and companies to get together. There are over 100 different job banks covering diverse fields and occupations. Many of the most popular job banks can be found on our website at: <http://www.ecu.edu/e3careers/forstudents.lookingforwork.jobbanks.asp>.

The real value of a job bank though is not in the positions listed but in what they tell us about the job market. Consider what we can learn by exploring the jobs posted. Some of the things we learn are: what employers are hiring, what types of jobs are in demand, the salary range for specific occupations, as well as, how eager employers are to fill certain openings.

Job banks are a valuable source of job postings and information. However, don't just rely on job banks for job leads. Be sure to network as well!



## What the H.I.R.E.D. Program is All About

### Helping Individuals Reach Employment Destinations

That is what we do. That is the goal of the H.I.R.E.D. mock interview program at ECU.



*Mock Interviewer Peter Martin interacting with a student*



*Mock Interviewer Hooker Horton interacting with a student*

Imagine sitting in an interview for the job of your dreams. What have you done to prepare yourself for this one shot...this one opportunity to beat your competition? Hopefully your instructor has enrolled you in the HIRED program provided by The Career Center.

Trained retired executives volunteer their time to provide you with real-world interviews that help you prepare for the real thing. They will give you feedback regarding what you did well, and what could be improved so you get that job offer!

Last semester 281 students participated in the program, and in spring 2006, over 600 students are expected to do practice interviews.

If you are in a class where the HIRED program is offered, remember to visit <http://www.ecu.edu/e3careers/forstudents.overview.asp>, click on interviewing, then on HIRED mock interview schedule, and enter your pirate ID before the February 15<sup>th</sup> Deadline! The Career Center... Helping YOU reach your career goals.

East Carolina University is committed to equality of educational opportunity and does not discriminate against applicants, students, or employers based on race, color, national origin, religion, gender, age, sexual orientation, or disability. An equal opportunity/affirmative action employer, which accommodates the needs of individuals with disabilities.