



Career Connection

A Newsletter provided by the Office of Career Placement Services

Spring 2005

Volume 2, Issue 1

Our Programs:

- Placement Program – for graduating seniors and alumni
- Cooperative Education Program – for those students wanting hands-on experience in their respective majors
- Student Employment Program – for currently enrolled students looking for part-time, full-time, non-degreed opportunities.

ATTENTION GRADUATING SENIORS!!!

Career Placement Services would like to know what you are doing after graduation.

Please go to www.careerservices.panam.edu to complete a brief survey.

If you need assistance with your job search, feel free to contact us.

Career Placement Services

Student Services Building,
2nd floor
956/381-2243
career_place@panam.edu

From Career Placement Services

On behalf of Career Placement Services, I would like to inform you that our staff is committed to assisting each student with their career search needs. Career Placement Services has successfully assisted students in acquiring internships and permanent placement with organizations such as Boeing, IBM, General Mills, Target Stores, Merrill Lynch, Texas State Bank, Enterprise Rent-A-Car, Dept. of Defense, Sherwin Williams, Farmers Insurance, Walgreen's, only to name a few.

Acquiring these positions can be competitive. Being prepared for your job search is important from

how well your resume is organized to how you interview and communicate with employers. According to the National Association of Colleges and Employers, the top 10 skills needed by new college graduates are: 1. Communication skills; 2. Interpersonal skills; 3. Strong work ethic; 4. Analytical skills; 5. Computer skills; 6. Honesty and Integrity; 7. Motivation and Initiative; 8. Teamwork skills; 9. Flexibility and adaptability; and 10. Detail-oriented

This newsletter will offer important information useful during your job search. You may find out more

about our services and job search resources by visiting our website at <http://careerservices.panam.edu> Whether you are an entering freshman, graduate student or alumni, Career Placement Services is for you. Please visit our office or schedule an appointment to meet with our professional staff and let us help you connect with your career.

Sincerely,

Velinda V. Reyes
Interim Director

Good luck to the Interns!



First Row (left to right): Maria Garza, Computer Science, IBM; Mariel Robles, Manufacturing Engineering, General Motors; Joel Castaneda, Accounting Major, Ford Motor Company; Crystal Gonzalez, Philosophy, Office of Congressman Lloyd Doggett; Leticia Reyes, International Business, San Juan Economic Development Corporation. Second Row: Eric Flores, Criminal Justice, Mission ISD Truant Officer Division; Robbie Ramirez, Finance, Ford Motor Dealership; Edgar Cantu, Computer Science, IBM; Carlos Gomez, Computer Science, Texas Instruments.

How do I figure out what I want to do? How do I get a job without experience? How do I get experience without a job? What if I spend four years studying this and it turns out I hate it? How do I learn what it really means to be in this field? How do I beat the

competitive job market after graduation?

Most students at one time or another have asked themselves these questions. Co-op and internship programs can offer the student an opportunity to learn how to:

- Explore and clarify their major and career goals with professionals in the field
- Develop knowledge, competencies, and experiences to know that they are able to do the job and learn how to do it better
- Gain practical employment experience that employers look for when hiring college graduates
- Take responsibility for their own learning and create a more rewarding college experience
- Establish a network of professional contacts, mentors, and references for after graduation

Co-op experiences and internships provide the students with an opportunity to learn in a "real world" environment with professionals in their field. They develop key competencies, skills, and work characteristics that employers seek, including developing their communication and interpersonal skills and learn how to work with others. They can gain more confidence in their

abilities and be better prepared to enter their chosen field.

But finding the perfect internship takes time and effort. The staff at the Cooperative Education Program is here to assist the students in finding that ideal placement for the Fall, Spring or Summer semesters. Students begin by identifying their career goals. The staff provides assistance in how to research companies, qualifications, applications, resumes and preparing for interviews. Assistance is also provided on professional dress, dining etiquette and overall presentation of themselves. The goal is for the student to acquire that placement which may be the door that opens up their future career.

The number of students taking part in internships or co-ops is expected to pass 200. This summer we are pleased to note many students are participating in internships and coops. Some of the companies students will intern at are Ford Motor Co., General Electric, Texas State Bank, Monsanto, Lockheed Martin, Fisher Controls, Raytheon, Dillard's Department Store, Wal-Mart Information Systems, Xerox, McAllen ISD, Boeing, Texas Instruments, and many other top local and nationwide organizations.

Who visited Bronc Country

Several organizations visited the University this past semester. Many either had information tables, held information sessions or conducted on-campus interviews. Spring 2005 saw an increase in the number of organizations recruiting students for part-time positions, internships/co-ops or permanent full-time opportunities on-campus this year.

For those students interested in getting in contact with any of the employers that were recruiting this past semester you may contact Career Placement Services at 956/381-2243.

These are just a few of the organizations who visited Bronc Country this semester.

- USMC Officer Selection
- The Buckle Clothing Store
- Austin P.D.

- H.A.C.U.
- The Archer Center
- I.B.M.
- XEROX
- TARGET Distribution
- Wal-Mart Information Systems
- H.E.B. Grocery Co.
- U.S. Census
- Comptroller of Public Accounts
- Warner Robbins Air Logistics Center
- AXA Advisors
- Walgreen's
- Sherwin Williams
- Enterprise Rent-A-Car
- TARGET Stores
- Central Intelligence Agency
- Walt Disney World College Program
- U.S. Navy
- General Mills
- Florida Atlantic University
- The Buckle
- Verizon Wireless
- U.S. Marshals
- Milliken

How to Succeed in the 2nd Interview

Ninety-nine percent of what applies to first interviews applies to any subsequent interviews, because you are usually meeting more people from the same company for the first time. The greatest difference is likely to be in the level of understanding that you have about the organization.

There can be numerous variations; you may interview first with a human resources staff person and then be invited to return to meet several more people; you may have a successful recruiting interview and then be invited to the home office for the day to meet more people; you may in fact be speaking with one person and they may be so impressed that they immediately call a colleague and ask if that person has time to meet you.

If time has passed before you are invited to return for further discussions, take the opportunity to reflect on your first conversation. The second interview is your opportunity to show that you have listened and learned. The more details you know about a position, the more successfully you can communicate your ability to meet its

requirements. Think about what you know the employer is looking for and describe elements of your background and skills in such a way that you show that you have those specific qualifications. A candidate who can take information learned in a first interview and apply it in later interviews will be considered an astute observer and a quick study.

If you have been saturated with information about the organization, position, training program, benefits and anything else that might apply, certainly your interviewers will understand if you do not have a long list of questions to ask. The preferred option, however, is to formulate a few new questions, perhaps more detailed or more sophisticated, based on what you have learned.

Areas to pursue with more specific questions include, but are not limited to, the following:

- Further clarification of the position-responsibilities, projects, travel, how you would fit into the group.
- Further information about your prospective department-goals, career paths, training offered how it fits into the company's

Bronc Career Connection

For those students who are not sure where to look for employment opportunities, Career Placement Services has provided help, through the Bronc Career Connection (BCC), an on-line job posting site available only to UTPA students and alumni.

We also offer the following tips for those students unable to jump-start their search.

1. Work your network. Tell friends and family members that you are looking for a job.
2. Consider a temporary assignment or contract work.
3. Consider "stepping-stone" jobs.
4. Consider graduate school or a second degree in a related field.
5. Think out of the box. Consider alternative careers in your major.

By using the BCC, students are able to post their resume, review and apply for posted employment opportunities, register for career development workshops, sign up for on-campus interviews and much more.

To register students and alumni need a UTPA Student ID and should have a resume which they will need to upload to the BCC.

Log on today!



<http://careerservices.panam.edu>

overall strategy.

- Further questions about the plans, expansion, direction of the company.

As with a first interview, it is important to be attuned to the position of the person with whom you are speaking. On a day- or half-day-long series of interviews, you may have the opportunity to ask questions of someone who would be your peer, someone who would be your supervisor, a representative of the human resources office, and the president or director. They will each provide a different perspective and knowledge base.

The following are some common interview questions that applicants often receive:

- What makes you different from the other candidates for this position?
- Describe the accomplishment of which you are the most proud.
- Why should we hire you?
- What strengths and attributes could you bring to this position?
- How did you select your

concentration?

- Describe the course that has had the greatest impact on your thinking.
- How did you become involved in your extracurricular activities?

The next sets of questions are those that an applicant can ask the interviewer:

- How would you describe your management style? Please describe the organizational culture.
- What type of projects or assignments could I expect as an intern/permanent staff?
- Will I be working in a number of different areas in the organization or mostly a specific area?
- Is there travel involved with this position?
- Can I progress at my own pace or is it structured?
- What are the primary results you would like to see me produce if offered this position?
- What is the average age of your first-level supervisors?

Spring 2005 – A Look Back



For the first time ever, the US Navy announced the launch of a South Texas University tour headlined by Latino rap artists Akwid and Inspector. The tour kicked off on March 1 at UTPA as part of a major effort to increase awareness of Navy opportunities for Hispanic college students. The U.S. Navy also had a strong presence at the 32nd annual Career Day (see photo on right). In addition to the concert the U.S. Navy's Rear Admiral Jose Luis Betancourt Jr., a Brownsville native and UTPA alumnus, made a visit to the campus where he participated in the Federal Panel Discussion as the keynote speaker, conducted a leadership seminar and also participated in the Networking Social.



Students seeking internships or professional employment met with several businesses, government agencies and school districts at the 32nd annual Career Day. Raytheon, H.E.B. Grocery Co., Xerox, the Texas Comptroller of Public Accounts, Target Stores and the U.S. Navy were just some of the employers at the UTPA Fieldhouse. Representatives offered students and alumni information about employment opportunities and answered questions. The day before a Federal Panel Discussion was held as well as a Networking Social, where students met with recruiters in an informal setting.



Students listened intently as Jesse Pisors from the campus dining provider, Sodexo, presented during the "Dining Etiquette" workshop held on March 29. About 30 students were provided with do's and don'ts about proper dining. Students were then able to put what they learned to practice as they were treated to a formal lunch meal. The workshop was sponsored by Enterprise Rent-A-Car, who also conducted on-campus Mock Interviews with students.



The Spring semester Teachers Job Expo hosted more than 80 school districts from across the country. Over 700 students and alumni attended the event held on April 7. Many districts had opportunities in all areas and were drawn to UTPA, which graduates the highest number of bilingual education graduates in the state, because of its high quality students. Some of the districts in attendance included: Mission CISD, Harlingen CISD, Laredo ISD, New Mexico Public Schools, Dallas ISD and Houston ISD.



The health care industry is growing at an extremely rapid pace. According to the U.S. Department of Labor, about 16 percent of all new wage and salary jobs created between 2002 and 2012 will be in health services – 3.5 million jobs, which is more than in any other industry. The University recognizes the need in the health industry and is producing qualified students who are eager to join the workforce. The Office of Career Placement Services provided students with information and job opportunities available to them on April 19. The half day event attracted over 15 organizations, which included: Rio Grande Regional Hospital, South Texas Health System, Doctors Hospital at Renaissance and Warm Springs Rehabilitation.



On April 12, the office held the Student Employment Job Fair. The fair coincided with National Student Employment Week, which promotes the benefits of student employees. The event attracted many local organizations, which included: The Buckle, Vector Marketing, the McAllen Parks and Recreation Department and Sierra Title Company. Lunch for fair participants was provided by Outback Steakhouse.