

## Advice to college students on landing the job of their dreams

What's the best time for today's college student to start looking for that career-starting position? "Ideally," says Recruiter Don Rehner, "the best time to begin lining up your after-degree position is during your college program when you have determined what career you will pursue after graduation."

"This may sound like double-talk or wrong-think but it really isn't," asserts Rehner in his fresh 30-page booklet, "Combining College and Career."

Because today's job market is more competitive than ever, the really aware student begins looking for the career-starter as soon as the life-work decision crystallizes.

### Ahead of the game

The freshman who enters with Accounting, Engineering, Marketing, or another career-oriented track already in mind, is clearly ahead of the student still tussling with the life-career decision.

"But that," says Rehner, "shouldn't forestall using one's free time to sample various types of career possibilities. How school free time is utilized can even assist the undecided student on what avenue to follow in career choice."

Through an entity, usually dubbed Career Development, most universities offer a full spectrum of positions to students seeking

non-permanent employment.

This can be the one-shot situation of few hours duration (a quick door-to-door survey perhaps) and will run the gamut of the week-long vacation or sudden-illness fill-in, to the holiday or summer hiatus of several weeks to several months.

You make yourself optimally attractive to post-degree employers by cleverly combining study with practical on-the-job experience during your degree-earning program.

The how is relatively simple but, how well you do it, and how much time you spend at it, depends on individual motivation. The principal tool sits right there on campus in the Career Development Office.

First step is an interview with the CD Director or one of the counsellors. Ascertain the range of positions usually listed, as well as what types and how much job assistance the CD function can provide. Have your goal, or goals, in mind to match against the opportunities generally on file at the CD office.

Next, register your interests as to employment whether they are weekends only, holidays, or summer vacations, so your counsellor has a firm understanding of your availability and your interests.

Ask to be kept current of

any pertinent position listed on their job boards. Stamp yourself as being a "cut above the pack" via a weekly stop to review current and new listings.

Leave a phone number, at or through which you can be contacted easily. (Without a sure contact point, someone else gets first shot at new listings in your interest area.)

Be reliable; show up and on time for any appointment the CD staff sets up for you. Never pull a no-show or no-call!

You may get away with one non-performance and still retain credibility; the second no-show practically guarantees your getting little cooperation from CD.

When your non-performance damages CD's off-campus credentials, you cease to be a factor in their placement efforts. If circumstances forbid keeping an appointment (unexpected make-up exam, for example) call CD and ask for other arrangements.

Head for the campus library and pull out the "Million Dollar Directory" and get busy. Use both the blue and yellow pages as your rifle into the types of companies and locations of primary interest to you.

Select a company active in the endeavor of greatest interest to you, then look it up in the white pages and note the S.I.C. codes

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