Prepare

- Meet with a Career Advisor to discuss job search strategies and create a plan.
- Build effective job-finding tools. Translate your skills and achievements into a tailored resume, portfolio, and cover letter.
- Continue building experience through an internship, part-time job or volunteer activities. No previous experience? Find an internship at DePaulExperience.com.
- If you are considering graduate school, check application dates, draft a personal statement, and take the necessary entrance exam.

Practice

- Refine your interviewing skills with pros. Participate in the Interviewing Skills workshops, practice online at depaul.interviewstream.com or schedule practice interviews with ASK mentors through ask.depaul.edu.
- Create your 30-second “elevator pitch,” a brief introduction including your core skills, interest areas and goals.

Network

- Create a list. Compile all of your networking contacts from academic, internship, volunteer and social connections.
- Connect with professionals and learn more about a particular path or organization through informational interviewing. Reach out to ASK mentors through ask.depaul.edu.
- Create/update your LinkedIn profile. Join the Career Center's Virtual Career Networking Lounge. Connect to everyone you’ve met through your internship, summer job and or volunteer experiences.
- Attend Career Center, student organization and professional industry networking events.

Search

- Ask around! Reach out to contacts and find opportunities through informational interviews with DePaul alumni, employers, on-campus interviewing and networking leads.
- Begin your job search three to six months before you graduate! Attend job fairs, apply to positions on depaul.experience.com, and send inquiry cover letters and resumes to companies of interest.