The Furman University Malone Career Center Presents The Spring 2016 Calendar of Programs

“Career Crunch Time”

It's Crunch Time in your job and graduate school search! Spread out over two weeks beginning Monday, January 25th, the Career Center will be offering a variety of events to help you prepare for the transition to jobs and graduate school! See below for descriptions of these events, mark your calendar and join us!!

“Resumania”
Resume Critique Drop-In

Does your resume present your skills and experience in the best light? Does it effectively convey your qualifications for the positions you will be applying for? You have a lot to offer an employer; don’t let your resume sell you short! Bring a draft of your resume and let the Career Center staff help you develop a document that provides you with the best chance to get the job you want!

Prior Sign-Up Not Required!

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>Monday, January 25, 2016</td>
<td>1:00-3:00 p.m.</td>
<td>Duke Library Lower Level</td>
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<tr>
<td>Tuesday, January 26, 2016</td>
<td>10:00 a.m. – Noon</td>
<td>Malone Career Center</td>
</tr>
<tr>
<td>Wednesday, January 27, 2016</td>
<td>3:00-5:00 p.m.</td>
<td>Duke Library Lower Level</td>
</tr>
<tr>
<td>Tuesday, February 2, 2016</td>
<td>10:00 a.m. – Noon</td>
<td>Malone Career Center</td>
</tr>
<tr>
<td>Wednesday, February 3, 2016</td>
<td>1:00-3:00 p.m.</td>
<td>Duke Library Lower Level</td>
</tr>
<tr>
<td>Thursday, February 4, 2016</td>
<td>3:00-5:00 p.m.</td>
<td>Malone Career Center</td>
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Recruiting 101: For Seniors in the Job Search

If you hope to have a job by graduation, you need to start planning now! Kick off your job search by attending this seminar and gain beneficial information every graduating senior should know about Furman’s on-campus recruiting program as well interview preparation and other resources for securing that very important first job! (Attendance is mandatory of students who desire to participate in on-campus interviews this year!)

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<tr>
<td>Wednesday, January 27, 2016</td>
<td>3:30-4:30 p.m.</td>
<td>Thomas Room TSC</td>
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<tr>
<td>Tuesday February 2, 2016</td>
<td>2:30-3:30 p.m.</td>
<td>Thomas Room, TSC</td>
</tr>
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Mock Interviews

Professional recruiters conduct practice interviews and provide feedback on interviewing skills.

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<tr>
<td>Wednesday, January 27, 2016</td>
<td>6:00-8:00 p.m.</td>
<td>Malone Career Center, TSC</td>
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Sign-ups Begin: Monday, January 11, 2016, Malone Career Center, Trone Student Center
Sign-ups End: Friday, January 22, 2016, Malone Career Center, Trone Student Center
ADDITIONAL CAREER PROGRAMS OFFERED
DURING SPRING TERM

SCICU Career Connections:
Career Fair & Interview Event
(Furman’s Off-Campus Career Fair)

This is an exclusive, state-wide Career Fair and Interview event hosted by the 20 colleges & universities that are members of the South Carolina Independent Colleges & Universities, Consortium (SCICU). Visit the Malone Career Center website for a list of participating employers. *In order to participate, you must pre-register with the Malone Career Center by Wednesday, February 3, 2016!*

Tuesday, February 9, 2016, 8:00 a.m. – 5:00 p.m.
Columbia Metropolitan Convention Center, Columbia, SC

Submit your resume!
Graduating seniors who will be seeking full-time employment are encouraged to submit their resume to the Career Connections Resume Book. All employers who will participate in the event will be granted access to an electronic resume book of interested candidates from the SCICU schools. Send a one-page resume saved as a PDF to kristin.irwin@furman.edu by Wednesday, February 3, 2016.

Business Etiquette 101
This is a dining and business etiquette seminar for improving your business and social management skills. Space is limited and you must pre-register to attend this seminar. The cost is $55.00, which includes your meal.

Business attire is required.

Monday, March 21, 2016, 6-8 p.m. Trustee Dining Room
Wednesday, March 23, 2016, 6-8 p.m. Trustee Dining Room

Sign-up Deadline: Wednesday, March 16, 2016, Malone Career Center, Trone Student Center

Additional information on career and job search related issues can be found on the Malone Career Center web page at www.furman.edu/ocs. If you are unable to attend any of these events, call (864-294-2106), email career.services@furman.edu, or stop by the Career Center (TSC Suite 209) and make an appointment with one of our counselors.