

# MALONE CENTER FOR CAREER ENGAGEMENT

## ADVISING APPOINTMENT TYPES

### GRADUATE AND PROFESSIONAL SCHOOL INFORMATION

Select this appointment if you're looking for more information on how to identify, research, and apply to graduate, professional, or other post-grad educational program.

### INTERVIEW PREPARATION

Select this appointment if you're looking for general advice on how to interview. This appointment will also help you develop your interview skills and strong answers to common interview questions. Interviews for jobs, internships, information, and graduate school are included.

### JOB SEARCH STRATEGIES

Whether you're looking to search for a job on-campus, off-campus, during the summer, or after graduation, this appointment will help you learn how and where to search for jobs in your field that will aid your professional development.

### LINKEDIN REVIEW

LinkedIn is the world's number one professional social network and a powerful career tool. This appointment will help those looking to improve their profile or learn more about how to leverage this tool to advance their professional career.

### MAJOR AND CAREER EXPLORATION

Not sure what to major in? Feel like there are no jobs looking for your specific skills set? Let's talk about it. We can help identify majors that align with your skills, interests, and values. Also consider asking about our Career Assessments like the Focus2 or the Strong Interest Inventory.

### MOCK INTERVIEW

This appointment can simulate a real interview for practice with a trained Career Advisor. It is highly recommended that students schedule an "Interview Preparation" session first, but it is not required.

### PERSONAL STATEMENT REVIEW

Applying to graduate school? You will likely need to submit a personal statement, statement of purpose, statement of intent, portfolio, or writing sample. Let us help you figure out which one you need, what to include, and how to organize it. We can also help you with editing or reviewing the documents.

### RESUME/COVER LETTER REVIEW

This appointment is for folks who want help creating or improving their career documents. In this appointment we can focus on one document or more than one depending on your needs.

### SALARY NEGOTIATION STRATEGIES AND JOB OFFER REVIEW

Congratulations on your offer! If you're not sure what to do next, let us help you identify what your needs are and how to ask for those in a negotiation with an employer, organization, graduate school, etc.