



STEP up your game with a career checklist

Search - Train - Engage - Prepare

YOUR 4-YEAR GUIDE TO CAREER DEVELOPMENT

FRESHMEN YEAR - SEARCH FOR CAREER INTERESTS BY:

- Completing MyPlan to get a better understanding of your interests and what career paths might be good for you.
- Participating in school sponsored clubs and organizations.
- Developing a list of majors and visiting the *What Can I do with this Major?* link on the Career Services page.
- Taking a few introductory courses to help you decide what really interests you.
- Using College Central Network to start developing your résumé.
- Obtaining an internship.

SOPHOMORE YEAR - TRAIN FOR YOUR CAREER BY:

- Taking the MyPlan assessment again.
- Meeting with professors in your area of interest to discuss the classes you will need to take.
- Scheduling an appointment with Career Services for a mock interview.
- Setting up informational interviews with professionals in careers of interest to you.
- Creating a LinkedIn profile and strengthening your résumé.
- Securing a summer internship or part-time employment in a field of interest to you.
- Exploring graduate school options by visiting Career Services and professors in your discipline to discuss entrance exams.

JUNIOR YEAR - ENGAGE IN THE PROCESS BY:

- Keeping in contact with your professional network.
- Creating an elevator speech.
- Researching companies of interest to you.
- Narrowing down graduate school options and keeping track of application deadlines.

SENIOR YEAR - PREPARE FOR LIFE AFTER GRADUATION BY:

- Enrolling in ID-400, Senior Seminar (an elective that can assist you in finalizing your job search documents.)
- Developing a job search plan and scheduling a few hours a week toward your search.
- Locating and participating in at least 1 networking opportunity per week (or 15 per semester).

CONTACT CAREER SERVICES FOR ADDITIONAL
INFORMATION

www.Limestone.edu/CareerServices

or

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