

Alumnael/ Career Services


SAINT JOSEPH COLLEGE
CONNECTICUT
1678 Asylum Avenue
West Hartford, CT 06117

 **SAINT JOSEPH COLLEGE**
CONNECTICUT

Get the competitive edge

Alumnaeli Career Services



Rethinking your career?

We'll help you with the pieces

**First Floor
Career Development Center
McDonough Hall**



Need an appointment?

860.231.5219

or



careercoach@sjc.edu

For more information

860.231.5503

**www.sjc.edu/careers
www.sjc.edu/mysjc**



Our Goal

Career development and management is a lifelong process. Do you need assistance with developing your career or struggling with a career change?

Our goal is to assist you in achieving your career/employment goals. The CDC is here to work with SJC alumnae/i through all of the stages of career development including career planning, management, transition assistance and going back to graduate school.

We can help you develop a customized plan to meet your individual career goals.

"To get at our true purpose, we need to act. Nothing will happen without action."

Robert Michael Fried

The Cost

SJC alumnae/i have exclusive use of career management and development services at no cost!

The Career Development Center offers alumnae/i the same services that currently enrolled students receive. As alumnae/i, you can request appointments, participate in on-campus recruiting, attend job fairs and other events and access our physical as well as online career resources.

How long?

The Saint Joseph College Career Development Center offers lifetime career services to alumnae/i.

Our Services

The breadth of services offered by the Saint Joseph College Career Development Center are on par with those provided by fee-based outplacement firms.

Career Coaching

The career professionals at the CDC are ready to help you figure out where you want to go and how to get there. We offer personalized one-on-one career counseling to assist you with:

- Short and long term career planning
- Formulating career objectives

Career Change

Thinking of changing careers? The Career Development Center offers a comprehensive program of career assessments coupled with one-on-one interpretation of your results with a career coach.

Resume Preparation

In a competitive job market, candidates need a great resume to land the interview. Our resume assistance service can help you develop a resume that is action/accomplishment oriented, generates interviews and separates you from other candidates.

Interview Coaching

Does the mere thought of interviewing send you into a panic? Even if you feel your interviewing skills are good, we'll show you how to create a stronger presence during an interview through sharpening your interviewing skills. Our skilled professionals will coach you through the toughest questions candidates face as well as understanding yours and the interviewer's non-verbal communication styles.

Our Programs

Job Search Assistance

Finding a new job can be an exciting and daunting challenge at the same time. Having clarity and direction in your search is critical. Many of the best jobs are never posted. We'll show you the most effective job finding methods including tapping into the "internal" job market.

Negotiation

Negotiating is an art. The key to effective salary negotiation is preparation. Preparation involves not only knowing what the job is worth but the value of your skills. We'll be the silent partner in helping you navigate these tricky waters.

Career Related Workshops

Attend day and evening workshops on a variety of topics including:

- Resume writing
- Interviewing
- Career assessment
- Job search strategies
- Salary negotiation
- Networking
- Etiquette
- Career advancement
- Changing careers
- Goal setting
- Personal financial management

Check out our website for details!

NACE

National Association of Colleges & Employers
Alumnae/i can search for employment opportunities and apply online directly to an employer's web site through our NACE link.