Make Your Job Search Easier: Become a Certified Candidate
Emily L. Breckenridge, Career Development Specialist

As an entry-level job candidate, it can be difficult to break into the job market; you have to use every edge and “in” you can get. Even the job market for upper-level management positions is extremely competitive today. According to Howard Nestler, CEO of Executive Options, “the job market, as it currently presents itself to premium executives, is glutted with extraordinary talent. A company looking for talent has so many choices that it is almost overwhelming [to the employer]” (“Howard Nestler Releases New Findings Today on Current Job Market,” PRWeb Press Release Newswire, <www.prweb.com> Aug. 6, 2007.). To shine through that pool of “extraordinary talent,” is not easy, but going the extra mile as you prepare to start applying to jobs can help.

The Career Management Center’s new Certified Candidate Program can give you that extra edge during your search for an internship, co-op or permanent job. The program requires that you meet a series of ten requirements, which will prepare you for your job search. The requirements include such steps as attending an etiquette lunch to having your resume reviewed by your CMC Advisor. After successfully completing all ten steps, you will be certified by the CMC as a job candidate who we think will be a successful employee. With this Certified Candidate distinction, we will then present you to our Preferred Employers who will have exclusive access to your resume and cover letter. After a period of three weeks, if you have not found employment with one of our Preferred Employers, we will present you as a Certified Candidate to the entire IIT network of employers through our eRecruiting Resume Books. (Continued on p. 2)
Certified Candidate (continued from p. 1) Bill Jedlicka, Managing Director of CMC, explains that the Certified Candidate Program is a huge advantage, because “it grants you first access to some of the best employers in the United States, it provides you with bargaining power as far as salary is concerned, and it makes a terrific addition to a resume. Furthermore, it allows you to present yourself as one of the best students at Illinois Institute of Technology.”

To get started on becoming a Certified Candidate begin by attending a Becoming a Certified Candidate Orientation. After the workshop, CMC will verify that your GPA is high enough for you to become a Certified Candidate (3.5 or higher for all students). Once you have received verification of your GPA, arrange an appointment with the CMC to take the California Psychological Inventory (C.P.I.). After you have received confirmation that your score on the C.P.I. is high enough to become a Certified Candidate then you can begin attending the required Getting a Job series of three workshops, and the Etiquette Lunch. Lastly, you must arrange an appointment with your Career Advisor to have your resume critiqued. Once you have provided the CMC with an approved copy of your resume, you will be a Certified Candidate.

In the competitive job market of today, a program that brings employers, interviews and job offers is an exceptional opportunity. As a Certified Candidate your job search will be that simple. The CMC will bring employers, interviews and job offers to you. For additional information, visit www.cmc.iit.edu.

NEW Jobs, Internships & Co-ops

Marketing Coordinator  
Atlas Material Testing Technology LLC
Counseling Coordinator  
Centers for New Horizons
Finance Intern  
City of Elmhurst
Field Service Technician  
DEL Technical Services, Inc.
IT Analyst  
Exelon Corporation
Entry Level Engineer  
Exelon Corporation
Architectural Assistant  
Hartrich Construction
Accounting Associate  
International Engineering Consortium
Civil/Structural Engineering Intern  
KCS Corporation
Biology Teacher  
Nazareth Academy
Senior Java Developer  
O’Connor Advisors, LLC
Director of Technology  
O’Connor Advisors, LLC

For more terrific opportunities, login to http://iit.erecruiting.com TODAY!

“Blasting the Myths of Engineering” from Experience.com
John R. Platt

You may be nervous about a few things now that you are entering a world as complex as engineering. But some engineers’ greatest fears are no longer anything to worry about.

1. "Women aren't welcome in engineering / technology fields."

   A few years ago, women still had trouble finding their place in the engineering clubhouse. But no more. While women still form a minority in today's engineering fields, the number of professional women in technology is growing, as is the number of women in technology management.

   Today, women are valued for their teamwork as well as their intellect and skills. Most of the men coming into the profession today grew up with working mothers; they expect to work with women, and are not protective of the "old boys' club" that might have existed 20 years ago. And increasingly, the addition of women into the workplace makes it easier for companies to offer flex-time and telecommuting options to all of their employees, making it more possible to achieve that elusive work-life balance.

2. "Engineers have no 'soft' skills. They don't know how to... um... communicate."

   Not true by any means. Good interpersonal skills are just as valued as an employee's technical skills. Engineers today work in teams more than as individuals. That means they rely upon their personal communication skills to get anything done.

   Beyond that, projects need leaders, report writers, people to make presentations, and more. Anyone who thinks he can just work on his own and let his work speak for itself is losing out on the only advocate he has -- his own voice. And the more you can speak for yourself, and lead, the more likely you are to receive the career advancement you deserve.

3. "Building a professional network isn't important. (I've got a MySpace page, after all.)"

   Remember that old saying "It's not what you know, it's who you know"? Well, in engineering, it's what you know and who you know.

   Technology companies can be volatile, and layoffs are not uncommon. Companies reorganize, and start-ups go bust. The names in your contact file can help you to find the next job when you need it -- or before you need it. (And just as importantly, sometimes you're going to need to find a new employee or consultant, and your contacts can be vital in finding that right person.)

John R. Platt is a freelance writer and marketing consultant who often writes about technology, entrepreneurship, and the environment.
**Meet an IIT Alum:** Steve Mannina, Chief Information Officer, Cook County Treasurer’s Office

**Education:**
Illinois Institute of Technology
Master of Business Administration, 2003
Master of Science in Computer Science and Software Engineering, 1991
Northeastern Illinois University
Bachelor of Science in Information Science and Business and Management, 1982

**Q: How has your IIT education helped you throughout your career?**
**A:** I learned about a wide variety of topics, and gained access to the latest thinking in software engineering and business while completing my MSCS and MBA coursework. I learned about topics that I might not have discovered simply through my work experience. Earning degrees at IIT also broadened my personal perspective, both in terms of meeting people from many different countries and meeting people from different companies, both Chicago-based and international. Finally, my courses at IIT were intellectually demanding. This carried over to my standards at work.

**Q: What other training/education have you found necessary to your career?**
**A:** Since project management is such an important skill in IT, I have found training and reading in project management very helpful.

**Q: If you have had any career mentoring relationships, were they valuable to you, and how?**
**A:** While I had many good professors at IIT, I particularly grateful to Dr. Ilene Burnstein, my advisor for my Master of Science in Computer Science degree; and Dr. George Kalidonis, my advisor for my MBA degree. Both were incredibly generous with their time and offered great insights. I have also benefited from working for talented managers who have helped me move from a technical role to primarily management role.

**Q: What tips do you have for IIT students who are currently seeking employment?**
**A:** Be specific about your skills when you interview. For example, state the particular tasks you performed as part of a team project. Don't assume the interviewer knows you can do something. Also, always follow-up with at least one e-mail immediately after an interview. Follow-up is crucial because job placements happen quickly. You may follow-up with a handwritten letter, but I prefer to receive e-mails from interviewees. I've found that IT people rarely follow-up after interviews. Doing so will make you stand out.

Mr. Mannina volunteers as an Alumni Mentor in the Stuart School of Business Career Management Center’s Mentoring Program. To get more information on how you can begin a mentoring relationship with a successful alumnus in your field, contact the Career Management Center at cmc@iit.edu or careers@stuart.iit.edu.
Spring 2008 Career Fair
   Wednesday, February 13, 2008, 12:00-5:00 p.m.
   Main Campus, Hermann Hall (HUB)

Fall 2007 On-Campus Interviews
All On-Campus Interviews will take place at the Main Campus Career Management Center from 9:00 a.m. to 5:00 p.m. unless otherwise noted. For information on how to apply, please visit http://www.cmc.iit.edu/students/oci.asp.

5linx November 15, 2007
Advanced Consulting November 13, 2007
Bank of America October 18, 2007
Canadian National October 19, 2007
Caterpillar October 31, November 1, 2007
Cerner October 25, 2007
CNA October 17, 2007
ComScore November 1, 2007
Exelon October 16, 2007
Grainger November 1, 2007
Honeywell October 30, 2007
Infogix November 13, 2007
Inktel Direct November 20, 2007
Kiewit November 13, 2007
LM Consultants November 14, 2007
Morningstar November 1, 2007
Orbitz October 24, 2007
Peak 6 Investments October 23, 2007
Scalar November 13, 2007
Valdes Engineering November 14, 2007

Fall 2007 Workshop Series
For an updated calendar of workshops, and information on how to pre-register, please visit our website at www.cmc.iit.edu.

Becoming a Certified Candidate Orientation
   Thursday, October 25, 1:00-2:00 p.m.
     Downtown Campus, Room TBD
   Tuesday, October 30, 11:00 a.m.-12:00 p.m.
     Career Management Center, Main Campus, Galvin Library-2nd Floor
   Tuesday, November 6, 11:00 a.m.-12:00 p.m.
     Career Management Center, Main Campus, Galvin Library-2nd Floor
   Thursday, December 6, 3:00-4:00 p.m.
     Career Management Center, Main Campus, Galvin Library-2nd Floor

CPT Workshop for International Students
   Tuesday, October 16, 12:50-1:50 p.m.
     Engineering 1, Room 104
   Thursday, November 1, 12:50-1:50 p.m.
     Engineering 1, Room 104
   Tuesday, November 20, 12:50-1:50 p.m.
     Engineering 1, Room 104
Etiquette Lunch
Friday, October 26, 2:00-4:00 p.m.
Main Campus - MTCC Ballroom

Getting a Job: The First Minute
Tuesday, Oct. 15, 12:00-1:00 p.m.
Downtown Campus, Room 470
Monday, Nov. 5, 12:00-1:00 p.m.
Hermann Hall Auditorium
Tuesday, Nov. 6, 12:00-1:00 p.m.
McCormick Tribune Campus Center Auditorium

Getting a Job: The Second Two Minutes
Wednesday, Oct. 24, 4:30-5:30 p.m.
Downtown Campus, Room 470
Monday, Nov. 12, 12:00-1:00 p.m.
Career Management Center, Main Campus, Galvin Library-2nd Floor
Tuesday, Nov. 13, 12:00-1:00 p.m.
McCormick Tribune Campus Center Auditorium
Facilitated by Mr. Christian Herzog, President of Software Technologies Group

Getting a Job: The Final Two Minutes
Monday, Nov. 19, 12:00-1:00 p.m.
Hermann Hall Ballroom
Tuesday, Nov. 20, 12:00-1:00 p.m.
Hermann Hall Ballroom
Facilitated by Mr. Jed Levenstein, Intern Manager at Brill Street + Company, Inc.

Introduction to Cooperative Education & Internships
Tuesday, Oct. 23, 1:00-2:00 p.m.
Downtown Campus, Room 470
Thursday, Oct. 25, 2:00-3:00 p.m.
Career Management Center, Main Campus, Galvin Library-2nd Floor
Wednesday, Nov. 7, 4:00-5:00 p.m.
Career Management Center, Main Campus, Galvin Library-2nd Floor
Thursday, Nov. 15, 11:00 a.m.-12:00 p.m.
Career Management Center, Main Campus Galvin Library-2nd Floor
Wednesday, Nov. 28, 1:00-2:00 p.m.
Career Management Center, Main Campus, Galvin Library-2nd Floor
Wednesday, Dec. 5, 3:00-4:00 p.m.
Career Management Center, Main Campus, Galvin Library-2nd Floor
Thursday, Dec. 13, 12:00-1:00 p.m.
Career Management Center, Main Campus, Galvin Library-2nd Floor

Job Search Strategies
Thursday, Oct. 25, 12:00-1:30 p.m.
McCormick Tribune Campus Center Auditorium
Facilitated by Mr. Gary Schreiber, VP & Partner of Power Construction
New Student Employment Office Location
The Student Employment Office has joined the CMC team. Student Employment is now located directly across the hall from the Career Management Center in Galvin Library. Office hours are 8:30 a.m. to 5:00 p.m. Please direct all forms, questions and/or concerns to the attention of Angela Jones: (312) 567-5729 or jonesa@iit.edu.

Check Out Our NEW TechNews Column
The CMC has a new weekly column in TechNews. Pick up your copy of TechNews for articles on How to Negotiate a Raise, How to Write a Resume, How to Interview, How to Work a Career Fair and More! If you’d like to see advice in TechNews on a particular career management topic, please contact Emily Breckenridge at ebrecken@iit.edu.

Would You Like to See a Specific Company at Spring Career Fair?
If you would like to see a certain company at Spring Career Fair, please email the name of the company tocmc@iit.edu, and we will try to get them to register. If you have any contact information for the company, please include that in your email as well.
2008 Spring Career Fair

Wednesday, February 13, 2008
12:00-5:00 p.m., Hermann Hall

The Career Management Center (CMC) is hosting its annual Spring Career Fair and you don’t want to miss it! Join us for a bigger and better fair with MORE employers from all around the country who are hiring for permanent jobs, co-ops and internships in a variety of industries. Remember to dress for success and bring plenty of resumes!

A Sneak Peek of Employers You’ll Meet:
- Banco Popular
- Exelon
- Illinois Dept. of Transportation
- John Crane, Inc.
- Midway Amusement Games
- Navistar
- Panduit Corporation
- Peri Software
- PointRoll
- Power Construction
- Raths, Raths & Johnson, Inc.
- RJT Compuquest Inc.
- Siemens Medical Solutions
- Sun Trading LLC
- Townsend Analytics
- United Stationers
- URS Corporation
- U.S. Army
- Valdes Engineering
- Walsh Construction
- AND MORE!

To Prepare:
- Attend a Career Fair Success Workshop
- checkout the CMC website for Spring semester workshop dates/times and locations.
- Attend a Resume Critique Session on the Main Campus or Resumania & Elevator Pitch Mania at the Downtown Campus
- checkout the CMC website for Spring semester workshop dates/times and locations.
- Dress for success, and bring plenty of copies of your resume! Jacket &/or tie is required.

For More Information Visit: www.cmc.iit.edu or call (312) 567-6800
Opportunities is a quarterly newsletter, which provides Illinois Institute of Technology students and alumni with valuable information regarding career development.

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To request copies or make suggestions, please call (312) 567-6800.