

Beyond UMSLCareerKey: Utilizing Career Services

*Registering for UMSLCareerKey access is **one** component of your job/internship search. The search for any type of position is multi-faceted. Career Services at the University of Missouri-St. Louis recognizes the diverse needs of students/alumni and provides a variety of resources for your individualized search.*

Career Readiness/Coaching: Meet with a Career Services Coordinator for guidance with your search for an internship/co-op, part-time, or full-time position. Topics covered include, but are not limited to, assistance with:

- Resume/Cover Letter/Job Search Correspondence
- Interviewing Skills, including Mock Interviews
- **Alumni:** If you graduated from UM-St. Louis over two years ago, One (one-hour) career coaching appointment by a Career Services Coordinator is available free of charge. Any subsequent appointments will have a fee of \$50.00 per hour.

Career Counseling & Exploration: Career exploration assessments are designed to assist you with choosing a major and/or career. We offer career assessments, on-line resources, and individual assistance to guide you in your career decision making. Assessment tools offered include the Self-Directed Search, Strong Interest Inventory, Myers-Briggs Type Indicator and SIGI. For current students and alumni who graduated less than two years ago, fees for the assessments are as follows: Self-Directed Search \$5; Strong Interest Inventory \$10; Myers-Briggs Type Indicator \$15. There is no charge to utilize SIGI.

- **Alumni:** A career assessment package is available at a fee of \$50.00. Assessment tools offered include the Myers-Briggs Type Indicator and the Strong Interest Inventory. The fee includes administration, scoring and a one-hour interpretive session.

Major/Career & Job Market Information: To connect your interests and strengths to specific industries and companies, research is imperative. Visit careers.umsl.edu for additional resources.

Workshops: Offered weekly. Topics include Resume Writing Skills, Interviewing Skills, and Job Search Strategies. A workshop schedule is included in the Resource Library or at careers.umsl.edu; register online at careers.umsl.edu.

Job Fairs: Hosted on campus each semester. Admission is free to students/alumni who pre-register on our website. Please refer to the "Mark Your Calendar" document in the Resource Library or visit careers.umsl.edu for details, including date, time, location, and a list of companies attending.

Special Programs: Hosted on campus each semester. Please refer to your "Mark Your Calendar" document or careers.umsl.edu for details.

Career Services, University of Missouri-St. Louis

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Your Key to Success!