

INFORMATION SESSION FOR GRADUATING STUDENTS

Anupama Aery
Career Advisor
Centre for Career Development



UNIVERSITY OF
WATERLOO

Centre for Career
Development



WHOSE LAND ARE WE ON?

The University of Waterloo acknowledges that much of our work takes place on the traditional territory of the Neutral, Anishinaabeg and Haudenosaunee peoples.

Our main campus is situated on the Haldimand Tract, the land granted to the Six Nations that includes six miles on each side of the Grand River.

Our active work toward reconciliation takes place across our campuses through research, learning, teaching, and community building, and is centralized within the Office of Indigenous Relations.

Curious about the land that *you* are on? Visit <https://native-land.ca/>

[Office of Indigenous Relations](#)



CCD SERVICES



Here for all students!

Regular

Co-op

Undergraduate

Graduate

Alumni

Employees



Job Search Prep

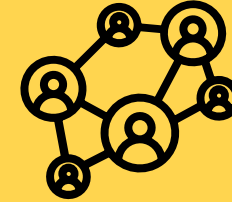
Résumé

Cover Letter

Interview Prep

Career Exploration

Grad School Prep



Variety of Supports

Individual

Appointments

Drop-ins

Co-op Consults

Workshops

Online Resources

CCD APPOINTMENTS

Booked in advance | **1-on-1 sessions** | Offered in person, over the phone, or via webcam

Searching for a Job?	Interested in career planning?	In graduate school?
<p>Appointment options:</p> <ul style="list-style-type: none">• Resume Review• Cover Letter• Mock Interview• Work Search	<ul style="list-style-type: none">• Book a Career Consult to start the conversation.• From there you will work with an advisor to explore:<ul style="list-style-type: none">• self-assessments• career decisions• making a toolkit• occupational research	<p>Appointment options:</p> <ul style="list-style-type: none">• CV (curriculum vitae)<ul style="list-style-type: none">• for education and/or research positions• Résumé• Letters• Mock interview• Work search

*Alumni receive **3 complimentary 1-hour** appointments after graduating; \$40/appt thereafter

 **Book online to attend:** www.waterlooworks.uwaterloo.ca

ALUMNI CAREER ADVISING

- Alumni Career Advisors are available virtually for individual appointments.
- As an alumni, your first 3 appointments are free.
 - This could be a Further Education appointment, Career Planning, Resume or Cover Letter Review, Mock Interview or Work Search appointment.
 - Each appointment is an hour in length.
- Additional appointments will cost \$40 per hour.
- Book an appointment using the instructions on the CCD website's [Alumni page](#)
- To find out more about online learning options, networking events and other alumni resources, check out the [Career Development](#) page for alumni!

FURTHER EDUCATION APPOINTMENTS

Applying to graduate or professional school? There's an option for you!

Book an appointment with a Further Education Career Advisor for support on:

- Decision-making about your further education plans
- Discussing how to become competitive for a specific program (e.g., grades, or admission tests)
- Advice on your application documents (e.g., personal statements or CVs)
- Supporting your interview preparation for professional programs

To request further education support, visit this website: https://uwaterloo.ca1.qualtrics.com/jfe/form/SV_28Zsd5MkbYE_L4iN



SAME-DAY VIRTUAL DROP-INS

Drop-in Schedule for Spring 2024

Résumé, cover letter, interview –
Masters and undergraduate students

Career Consults –
Master's and undergraduate students

Work Search drop-ins –
Master's and undergraduate students

Online:
Monday to Friday
10:00 a.m. – 6:00 p.m.

In-person:
Mondays at **DC**
5:00pm-7:00pm

Tues & Thurs. at **TC**
12:00pm – 2:00 p.m.

*all times listed in ET

- Book online on WaterlooWorks
- 1-on-1 sessions
- 20 minutes
- Unlimited access for students
- Not available for alumni at this time

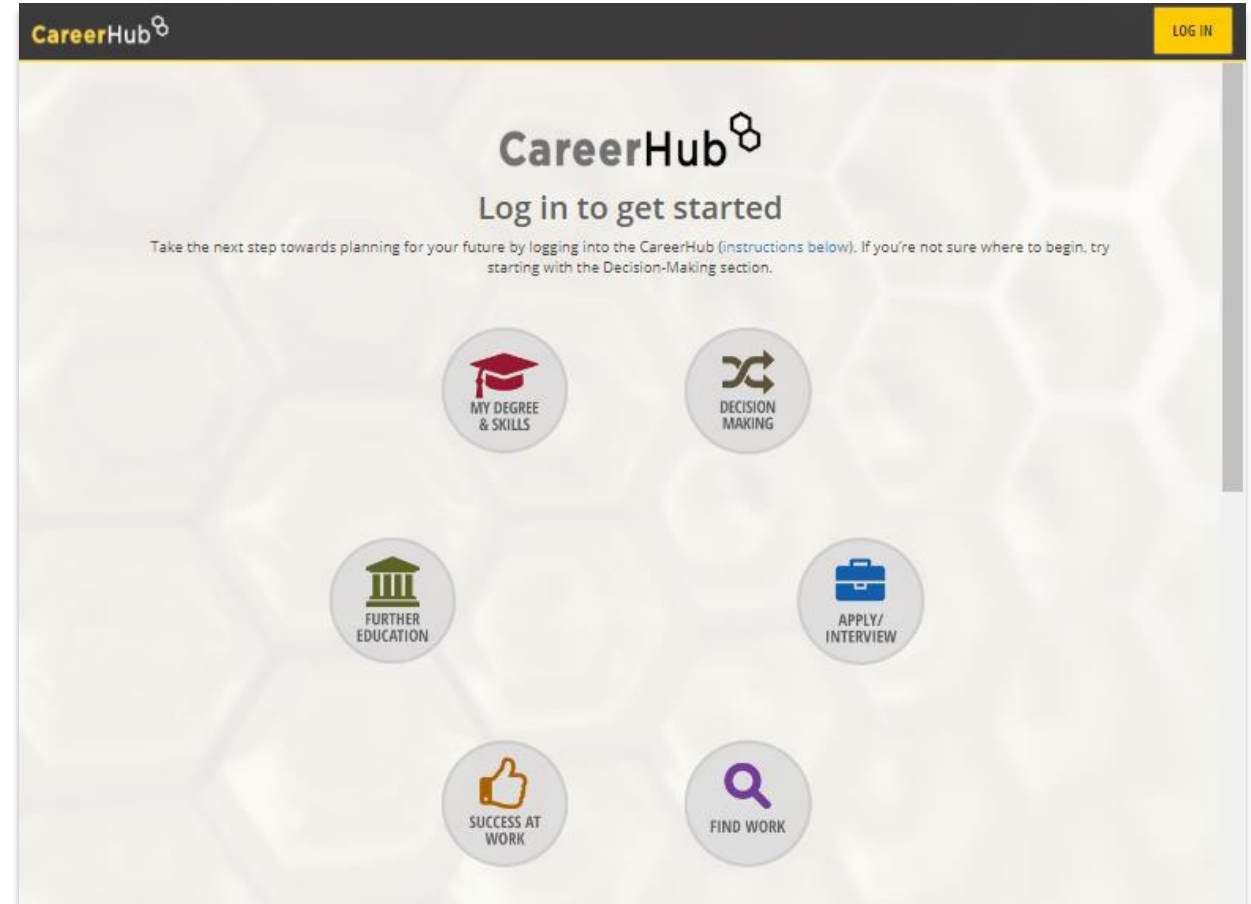
See [How to Book an Appointment](#) for details, [live chat](#) between 9:30 a.m. and 4:30 p.m., Monday to Friday, or contact careers@uwaterloo.ca for further support.

 **Book online to attend:** www.waterlooworks.uwaterloo.ca

CAREERHUB - careerhub.uwaterloo.ca

Log in with your WATIAM credentials

- 24/7 access to career resources made specifically for University of Waterloo students
- Résumé and cover letter guidelines and tips
- Common interview questions and interview supports
- Advice on what questions to ask an employer during interviews
- Tips for searching for work both inside Canada and internationally
- Considerations for further education



CCD EVENTS & WORKSHOPS

- Resume Tips: Thinking Like an Employer
- How to Make Cover Letters Less Painful
- Preparing for the P4E Job Fair
- Preparing for Interviews
- Digging into LinkedIn
- Workshops are unlimited - even for alumni!

Add an Event ▾
Pending Approval(0)
Search Events
Search Registrations

Dashboard
Staff ▾
Co-op Sequence
Co-op Jobs ▾
Graduating and Full-Time Jobs ▾
Contract, Part-Time and Volunteer Jobs ▾
External Job Boards
Employer Information Sessions
CAREER CENTRE EVENTS
Additional Networking & Professional Events
Appointments ▾
Help
Logout

Notification Centre
No new notifications to view

July 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	1	2	3	4	5	6
7	8	9	10	11	12	13
		10a Résumé tips: Thinking like an employer		2p How to Survive Your Medical School Applications 3p From applications to interviews: Your crash course to employment 5p Navigating what's next with your arts degree		
14	15	16	17	18	19	20
	4p EDGE - Capstone - PART A	11:30a Graduating Students Information Session	12p Digging into LinkedIn 4p Graduating Students Information Session	4p EDGE - Capstone - PART B		
21	22	23	24	25	26	27
		10a FREE Headshots 1:30p How to find a job		5:30p Custom Workshop - Co-op Connection Board Game Mixer		
28	29	30	31	1	2	3
			10:30a WE Accelerate - Waterloo Experience (WE) Accelerate Virtual Information Day			

 **Book online to attend:** www.waterlooworks.uwaterloo.ca

INFORMATION SESSION FOR GRADUATING STUDENTS



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EVENTS

P4E Career and Job Fairs

- **Fall Job Fair: September 25, 2024**
- Timing: February and September
- Largest of its kind in the country
- Great opportunity to create meaningful connections with employers
- UW students & alumni can attend
- List of registered employers available
- Excellent networking preparation tips



To register for the Career or Job Fair:
<https://www.partners4employment.ca/home.htm>

P4E - Partnerships for Employment

- Students and alumni can find full-time work and co-op opportunities
- Great place to learn more about:
 - Job requirements
 - Salary expectations
 - Industry trends and growth
 - Career options



Employer Information Sessions

- Recruiting event hosted by employers looking to hire Waterloo students
- Learn information about their company, hiring process and the roles available
- Great place to network and build connections
- When: Ongoing (More at the start of terms)
- Register via WaterlooWorks

September 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat	
	1 Labour Day			4 First Day of Class	5 First Day of EIS		
					6 11:30a Christie Digital Christie Digital Tech Expo - IN-PERSON Information Session		
	8 5p OTPP Title TBD - IN-PERSON Information Session 7:30p Manulife Tech Fall Information Session (Software Engineering & CS) - IN-PERSON Information Session	9 5p Manulife Actuary Fall Information Session (Actuarial Science) - IN-PERSON Information Session 7:30p Manulife Business Fall Information Science - IN-PERSON Information Session	10 5p Bloomberg Bloomberg 101 - IN-PERSON Information Session 6p Big 4 CPA Night 7:30p Verkada Tech Talk - IN-PERSON Information Session	11 5:30p Citadel Event Title - IN-PERSON Information Session 7:30p Sun Life Sun Life Info Session for Actuarial Students - IN-PERSON Information Session	12 11:30a Genesys Fall Information Session - IN-PERSON Information Session	13 11:30a Genesys Fall Information Session - IN-PERSON Information Session	
	15 11:30a GHD GHD On Campus - IN-PERSON Information Session 5p ABB Employer Information Session (Electrification and automation enabling a more sustainable and resource-efficient future) - IN-PERSON Information Session 7:30p BCI Fall Information Session - IN-PERSON Information Session	16 11:30a TD TD Bank Fall Information Session - IN-PERSON Information Session 5p Canada Life Actuarial Info Session - IN-PERSON Information Session	17 5p Hatch One Hatch Fall 2024 Info Session - IN-PERSON Information Session	18 11:30a Definity UW Networking event - IN-PERSON Information Session 5p Mappedin A day in the life of a co-op at Mappedin - IN-PERSON Information Session 7:30p Milliman Financial Risk Management, Chicago Life, Life Technology Solutions Info Session - IN-PERSON Information Session	19 11:30a TMX Event Title - IN-PERSON Information Session	20 11:30a TMX Event Title - IN-PERSON Information Session	21 11:30a TMX Event Title - IN-PERSON Information Session
	22	23 11:30a Co-operators Networking with Co-operators - IN-PERSON Information Session 7:30p Dow Dow Chemical Canada - Creating the World's 1st Net-Zero Carbon Emissions Ethylene Cracker - IN-PERSON Information Session	24 PME Job Fair	25 PME Job Fair	26 2p Mining Event Title TBD - IN-PERSON Information Session 5p Cisco Discover Cisco Waterloo Information Session - IN-PERSON Information Session	27 2p Mining Event Title TBD - IN-PERSON Information Session	28 2p Mining Event Title TBD - IN-PERSON Information Session
	29 11:30a Amazon Title TBD - IN-PERSON Information Session	30	1	2	3	4	
						5	

CCD WEBSITE - uwaterloo.ca/ccd

GENTRE FOR CAREER DEVELOPMENT

About us **Appointments & drop-ins** Prepare for your career Job search Workshops & events Student opportunities Contact us News

Alumni Employees Graduate students and postdoctoral fellows International students Parents and supporters

Welcome to the Centre for Career Development



Explore your possibilities

The Centre for Career Development can help you build a meaningful future. Whether you are a student (undergrad or graduate), postdoctoral fellow, alum, or employee – we can help you explore opportunities. Our career advisors are available to support you in mapping your career route. If you're seeking career planning advice, career management strategies or graduate and professional school preparation, we can help.

Get career support

It doesn't matter where you are in your journey, we offer a variety of one-on-one supports both virtually and in person to help you explore your career possibilities.

- Learn about resources
- Find information about upcoming events/workshops
- Steps to book appointments
- Additional career-related resources

HOW DO I FIND A JOB?

WORK SEARCH RESOURCES

- WaterlooWorks Hire Waterloo Graduating and Full-time + Contract, Part-time and Volunteer
- WaterlooWorks External job boards
- LinkedIn
- Indeed, Glassdoor, Monster, Google, Simply Hired, etc.
- 80,000 Hours (Careers to make a difference)
- Government jobs: jobbank.gc.ca, gojobs.gov.on.ca
- O*Net Online
- Wellfound, TalentEgg, GoodWork

Try looking at different job search engines and learning what job search engines are best for your industry.

WATERLOOWORKS: GRADUATING, FULL-TIME & PART-TIME

The screenshot shows the WaterlooWorks dashboard interface. On the left, a navigation menu is visible with the 'Search Postings' option highlighted in a yellow box. The main content area displays a 'Welcome' message and a list of job categories. A 'Search Postings' modal window is open, showing three job categories: 'Co-op Jobs > Full-Cycle Service', 'Co-op Jobs > Employer-Student Direct', and 'Graduating and Full-Time Jobs'. Each category includes a brief description and a 'View Postings' button. The modal also features a 'Close' button at the bottom.

waterlooworks.uwaterloo.ca

To view WaterlooWorks jobs, select **“Search Postings,”** then choose the option that is the best fit for you:

- Co-op Jobs > Full-Cycle Service
- Co-op Jobs > Employer-Student Direct
- **Graduating and Full-Time Jobs**
- **Contract, Part-Time and Volunteer Jobs**

Technical issues?

Phone: 519-888-4026

Email: ceehub@uwaterloo.ca



WATERLOOWORKS: GRADUATING & FULL-TIME JOBS

- **Job Postings**
 - Jobs posted daily, as they are received
- **Recruitment**
 - Typically occurs in the **Fall** and **Winter** terms. Some Capital Markets/Finance employers begin recruiting in **Spring** term
- **Applications**
 - Employers will specify which documents **must** be submitted with application
 - Application deadlines will vary and will be noted on the posting
 - Most employers will ask that you apply direct via their external website
- **Interviews**
 - Most employers contact directly via email/phone to schedule interviews, but some will use WaterlooWorks (you will be notified if so)
 - Interviews for Spring/Fall 2024 (booked on WaterlooWorks) may take place virtually or in-person

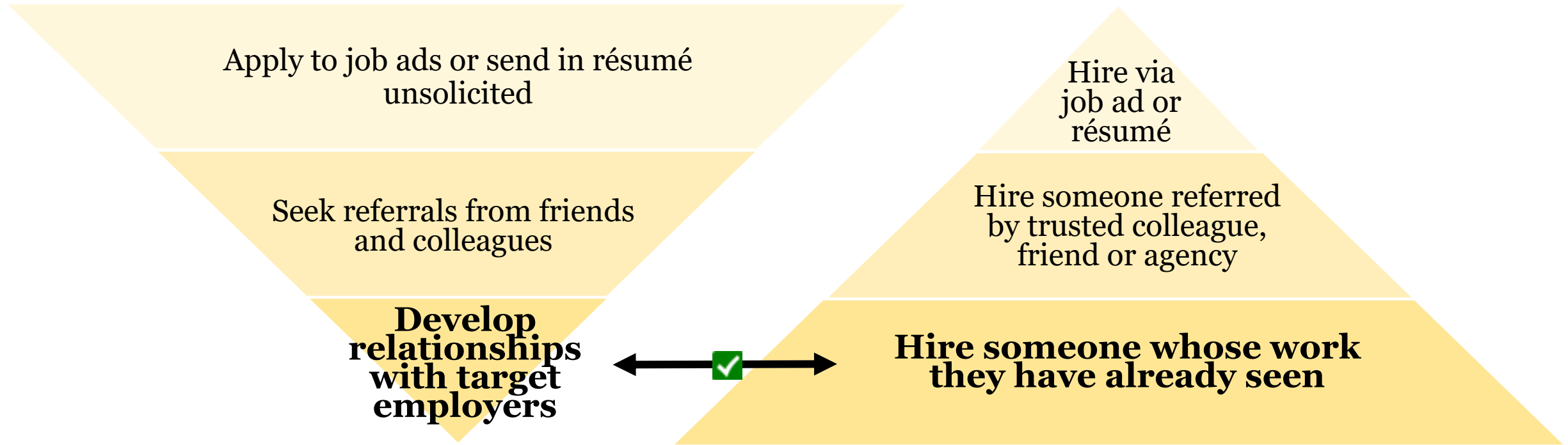


WHAT IS NETWORKING?

A supportive system of sharing information and services among individuals and groups having a common interest.

WWW.DICTIONARY.COM

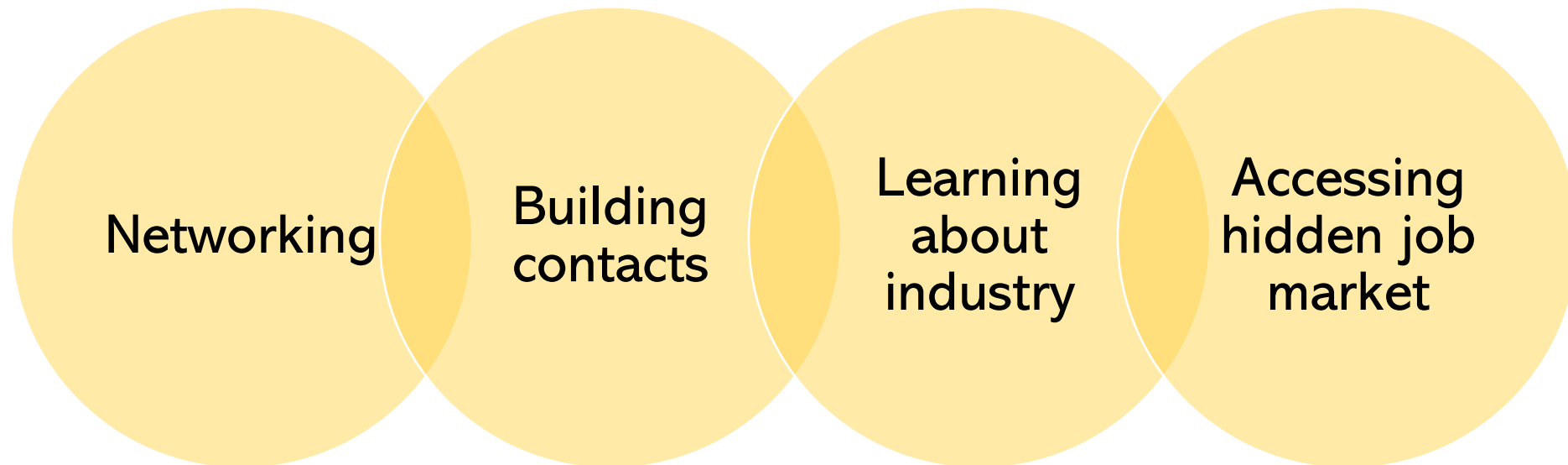
HOW JOB SEEKERS PREFER TO JOB SEARCH



HOW HIRING MANAGERS PREFER TO HIRE

(Adapted from Bolles, “What Color is Your Parachute,” 2011)

NETWORKING - GETTING TO KNOW PEOPLE



(Source: [HelpGuide.org](https://www.helpguide.org))

NETWORKING - GETTING TO KNOW PEOPLE

1

- Make a List
 - Go through your contacts and social media accounts and write down who you may want to connect with.

2

- Reach out
 - Write a message to share your qualifications and let people in your network know that you are looking for work.

3

- Build relationships
 - Someone might connect you to a job, but others might become part of your support system.
 - Staying in contact with a few people to share job search progress or learn from their work experiences can be helpful.

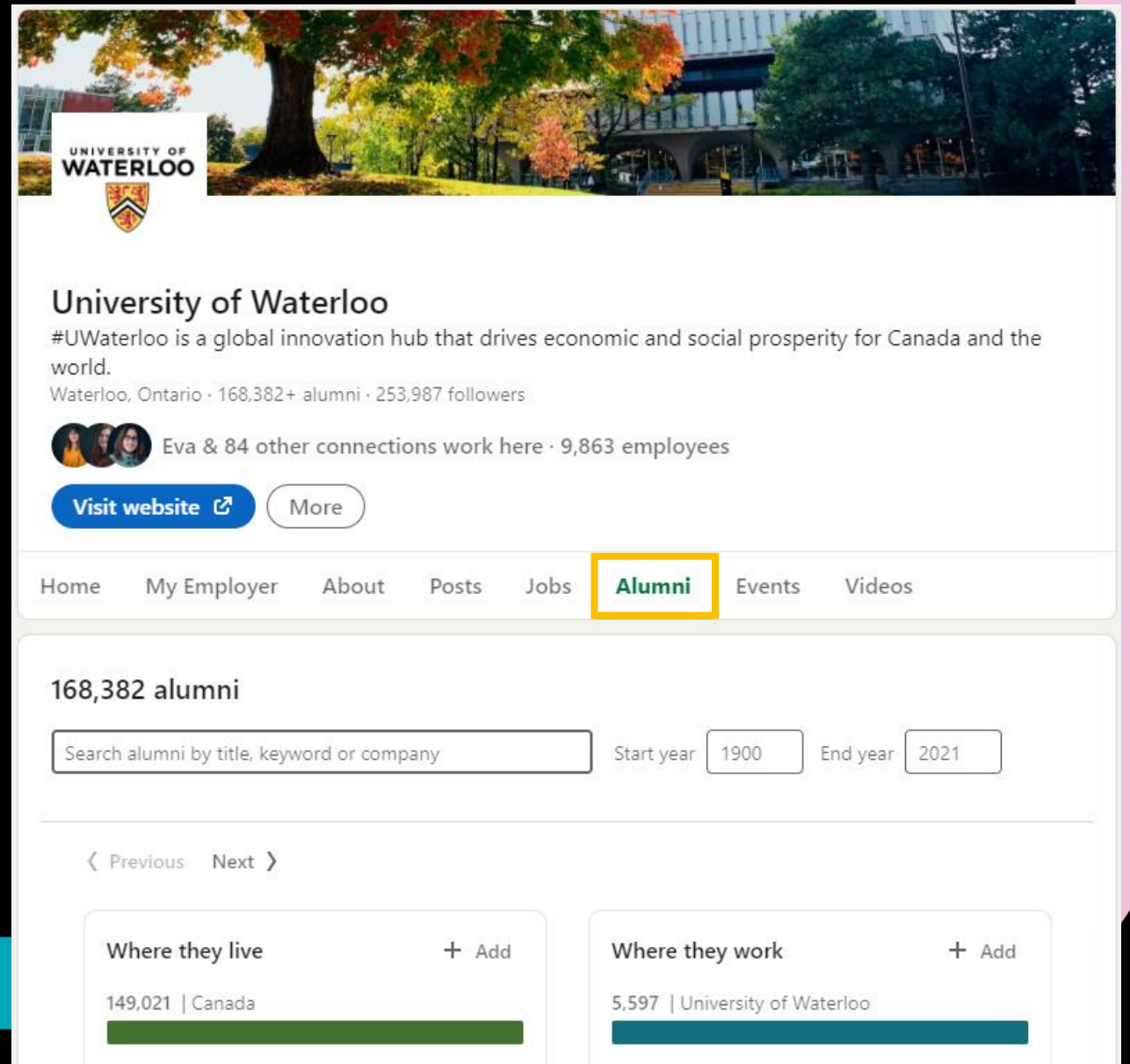
(Source: [HelpGuide.org](https://www.helpguide.org))



WHAT IS AN EXCELLENT NETWORKING TOOL?

LINKEDIN DEMO

Alumni Search



The screenshot shows the LinkedIn profile for the University of Waterloo. The header features the university's logo and a banner image of a campus with trees. Below the header, the text reads: "University of Waterloo", "#UWaterloo is a global innovation hub that drives economic and social prosperity for Canada and the world.", "Waterloo, Ontario · 168,382+ alumni · 253,987 followers", and "Eva & 84 other connections work here · 9,863 employees". There are buttons for "Visit website" and "More".

The navigation menu includes: Home, My Employer, About, Posts, Jobs, **Alumni** (highlighted with a yellow box), Events, and Videos.

The "Alumni" section displays "168,382 alumni" and includes a search bar with the placeholder text "Search alumni by title, keyword or company". To the right of the search bar are two input fields for "Start year" (set to 1900) and "End year" (set to 2021).

Below the search bar are navigation arrows for "Previous" and "Next".

Two data visualization cards are shown:

- Where they live**: 149,021 | Canada. A green progress bar is visible below the text.
- Where they work**: 5,597 | University of Waterloo. A teal progress bar is visible below the text.

QUESTIONS?

Centre for Career Development

Tatham Centre (TC)

<https://uwaterloo.ca/ccd>

<https://careerhub.uwaterloo.ca/>

CCD Live Chat: <https://uwat.ca/ZJq>

519-888-4047

 @uWaterlooCareer

 Centre for Career Development - University of Waterloo

 @uwaterloocareer

