UVA ENGINEERING

CAREER RESOURCES FOR GRADUATE STUDENTS

CAREER ADVISING

Why should I make an appointment with a career advisor?
We realize that there are a lot of resources and information being shared, and that it can sometimes be overwhelming to navigate on your own. We also recognize that each student has their own unique career journey. Meeting with an advisor will help ensure that you're leveraging all the career resources available to you. Read more about turning transactional into transformational here.

How can I make an appointment with a career advisor?
You can request an appointment through Handshake. Click under "Career Center" on the top right (in the desktop version) and then "Appointments". When you are scheduling your appointment you can make a note of what you'd like to address during the appointment (ex. Cover letter and resume, interview questions, networking, starting job search etc.)

What do I need to prepare and what can I expect?
You're not required to prepare anything for a career appointment! You can however bring any questions you have, whether general or specific, and if you have something specific you'd like to discuss please note it when making your appointment. If you'd like your resume or cover letter reviewed it's always helpful to email the advisor ahead of your appointment. If you've scheduled an appointment for a mock interview, you should of course be prepared to answer interview questions (check out the interviewing resources linked below!), and be sure to send the advisor you're meeting with details about the interview ahead of time.

For PhD Students:
Advising PhD students and Postdocs offered by the Office of Graduate and Postdoctoral Affairs

RESOURCES

What career resources do I have access to?
Your main career resource for university recruiting is Handshake. Here are some links to help get you started with the platform:
- Getting started with Handshake
- Search, save, and apply for jobs in Handshake

Here is a list of 500 companies hiring on Handshake right now.

***Tip: While it is important to search by deadline to know when applications close, you may also want to try searching jobs by most recently added so you're seeing and applying to the

newest opportunities. This is especially helpful for jobs with rolling deadlines (where you'll often see the application deadline is far off, but they're still making offers in the meantime).***

Is there a list of alumni and recruiters that I can connect with?

We don't have any internal lists on hand that we distribute. However, the great news is that the information we do have is also easily available and accessible to you!

For recruiters:

- If you're looking to connect with a recruiter for a job posted on Handshake, email a career advisor, and they'll be able to share university contact information.
- One of the great subscription resources you have access to through Handshake is CareerShift, which is a company and job contact database. You can use CareerShift to find contact information for companies that don't directly recruit at UVA. Learn more about using CareerShift here.
- Another option for connecting with recruiters who aren't directly recruiting from UVA is LInkedin. You can search by company and then filter through employees. For more information on getting started with and using linkedin, check out LinkedIn Learning for Students.

For alumni:

- Virginia Alumni Mentoring (VAM) is an excellent resource to connect with alumni. Alumni on the platform have opted in for this engagement, so you'll likely get quick responses and make some great connections.
- Other than VAM, LinkedIn is an excellent tool for connecting with alumni. There are over 158,000 UVA alumni on LinkedIn! To easily find alumni simply type "University of Virginia" in the search bar, it will bring you to the school's main LinkedIn page, and on the left of the page you'll see a button for "Alumni". This will bring you to the alumni dashboard where you can use existing categories or plug in a job title or company name and filter through the data that way. Be sure to leverage all your networks-- connect with alumni from your undergraduate institution as well as UVA. Scroll to the bottom of the page to see the alumni that have been filtered based on your search. Be sure to click into their profiles to learn more about them and personalize a message before connecting. For more information check out the networking resources listed in this document.

Where can I find all the resources that were shared over the fall semester?

You're in luck! Here are links to career events that were recorded:

- UVA Engineering Career Center Playlist
- Career Week '20 Playlist
- Career Chats Playlist
    - ***If you don't have time to watch, check out the Career Chats notes for takeaways.******
- UVA Career Center Event Recordings

And below is a compiled list of video, blog, web, and audio resources based on career area:

RESUME, CV, COVER LETTERS

[Engineering Resume Guide - Samples, Best Practices & More](#) - blog

[Resume and CV advice for graduate students](#) - website

[Career Week Resume Workshop](#) - video

[What to Cover in a Cover Letter](#) - podcast

[Cover letter samples for Engineers](#) - website

[Resume Myths](#) - podcast

[VMOCK (24/7 electronic resume reviews)](#) - free resource for UVA students

[UVA Writing Center](#) (available for individual appointments)

For PhD students:
- [How to turn your academic CV into an effective resume and write an effective cover letter for general employers](#) (PhD+) - video
- [STEM Faculty Job Search and Applications](#) (PhD+)
- How to write a [diversity statement](#) (PhD+) - video

INTERVIEWING

[Overview of interview types, along with interview prep and strategies](#) - website

[Interviewing for jobs in academia](#) - website

[Interviewing for jobs beyond academia](#) - website

[Virtual Interviewing: Tips and resources to help you navigate video interviews](#) - blog

[A Guide to Behavioral Interviewing](#) - video

[Technical Interviewing Best Practices](#) - video

[Top 5 Technical Interviewing Tips](#) - blog

Case interviewing - [PhD+ Consulting 2: Communicating Like a Consultant, Practice Case Interview #1 | PhD Plus (virginia.edu)](#)

[Why interviewing your interviewers matter](#) - blog

NETWORKING-- WHAT IT COULD ENTAIL AND HOW TO DEVELOP YOURS

[It Takes a Village: Leveraging Your Online Community](#) - video

[Cultivating & Maintaining Authentic Connections](#) - video

[Heading to a networking event? Use this simple exercises to craft your "pitch"](#) - blog

[Job Seeking in a Virtual World: Insights from a Recruiter](#) - video

[Getting Started with Virtual Networking](#) - blog

EVALUATING OFFERS AND MAKING DECISIONS

[Interview and negotiation strategies for faculty positions](#) (PhD+) - video

[Salaries & Negotiation](#) (website)

[Job Search: Negotiating Resources](#) (website)

[Making a Decision](#) (website)

[Work Smart and Start Smart: Salary Negotiation](#) (online course)

ADDITIONAL GUIDANCE FOR INTERNATIONAL STUDENTS

[Job Searching as an International Student: A Resource Overview](#) - video

[International Students & Employment Options](#) - video
Presented by Immigration Attorney [Mark Rhoads](#) & UVA's [Richard Tanson](#)

[Immigration Options for U.S. Academic Careers](#) (PhD+) - video
Presented by UVA ISO's Adrienne Kim Bird and UVA HR's Tim White

[Immigration Options for International Researchers Planning Diverse Careers](#) (PhD+) - video
Presented by Immigration Attorney Mark Rhoads

Be sure to check out the [International Student Resource Card](#) on Handshake, where you can find, among a number of helpful resources, a PDF of the "Easy Guide to Hiring Foreign Graduates" that Mr. Rhoads referenced during his presentation.

ADDITIONAL RESOURCES OF INTEREST

[UX Design/Engineering](#) - video

[Product Management](#) - video recording

[What is Data Science](#) - video recording

[Video Game Design](#) - video recording

[Technical Consulting](#) - video recording

[Federal Consulting](#) - video recording

[Sustainability Consulting](#) - video recording

[Healthcare Consulting](#) - video recording

[Beyond Handshake: Looking for opportunities that aren't posted in Handshake](#) - blog

Global Careers: [Global Mobility and Considerations](#) (PhD+) - video recording

NEXT STEPS & LOOKING AHEAD

What can I do for my career over the winter break?
First, it's incredibly important to make sure you're rested and recharged after the fall semester! When you're feeling ready to tackle career activities some next steps could be:
- Updating your resume to reflect new projects, skills, and other activities from the fall semester
- Make sure you have the most recent version of your resume uploaded to Handshake
- Update your LinkedIn profile
- Connect with alumni on Linkedin, and set up some informational zoom or phone calls
- Catch up on career event recordings (listed above)
- Explore the various resource cards in Handshake
- Make a career advising appointment

Check out [this blogpost](#) for more mini career activities to do during your break.

What can I expect in the spring semester?
The career office will be open for appointments throughout the month of January. Towards the end of the break you'll be hearing some specifics on spring programming, but here are some big career events early in the spring event you can plan for:

[Resume Marathon](#)
Wednesday, February 3, 10am - 3pm
Join us virtually to have your resume reviewed by employers and alums. Each session will be approximately 15-20 minutes. If you have never had your resume reviewed or plan to start submitting applications for internships or jobs, this is a great opportunity to get helpful, constructive feedback in a safe environment from people that review resumes every day.

[Mock Interview Day](#)
Thursday, February 4, 9am - 4pm

You'll be able to sign up for a 45 minute, stress-free session with an employer to practice your interview skills and receive personal feedback on your resume.

[Engineering & Technology Job and Internship Fair](#)
Thursday, February 11, 1 - 4pm
Employers, alumni, and recruiters who want to hire UVA students will host 1:1 or group sessions to chat with you about opportunities with their companies.

[Spring Job & Internship Fair (All Career Industries)](#)
Thursday, February 25, 1 - 4pm
Employers, alumni, and recruiters who want to hire UVA students will host 1:1 or group sessions to chat with you about opportunities with their companies.