

University of St. Thomas

Career Development Center

Division of Student Affairs

St. Paul Campus, MHC 123, 651-962-6761

www.stthomas.edu/careerdevelopment

We serve: All undergraduate students, all graduate students that are non-Law and non-MBA, and alumni.

Key Services & Topics:

Career Planning/Career Counseling

Resume & Cover Letter writing

Internship & Job Search

- Effective Strategies
- Employer Research Resources
- Networking & LinkedIn

Interviewing Skills

- Preparing for interviews
- Mock Interview appointments

Job/Career Fair Preparation

Evaluating Job Offers & Negotiating Salary

Service Delivery Options:

- Individual Appointments (50-60 minutes)
- Pop-in Hours (No appointment, walk-in, 10-20 minutes)
- Group seminars/workshops (www.stthomas.edu/careerdevelopment/events)
- Website: Job & Internship Listings, Career Resources, Seminars & Events
- Social Media connections: Facebook, Twitter, LinkedIn, Blog, YouTube Channel, Pinterest
- Receive weekly e-newsletter, plus: Login to TommieCareers site and complete Profile