

Utica College Career Services



The Office of Career Services offers resources designed to help alumni, five or more years after graduation, explore how their interests, skills, and values relate to career paths, assist with career preparation, and research employment opportunities.

Career Preparation

Online resources and software are available to provide assistance with professional correspondence development (résumés, cover letters, thank you letters), interviewing, and graduate school planning.

Career Assessments

FOCUS-2, an online career and education planning system, enables users to self-assess career-relevant personal qualities and explore career fields and areas of study that are most compatible with assessment results. This and other assessments are available at www.utica.edu/student/career/cs/assessments.cfm.

Career Resource Library

Alumni have access to over 200 print resources, with information ranging from specific career fields, to graduate school programs, to graduate school entrance exam workbooks. An online library catalog is available at www.librarything.com/catalog/uticacollege.

Job Postings

Databases with local and national job opportunities are available to alumni 24 hours a day, 7 days a week. These and other helpful websites are available at www.utica.edu/student/career/cs/internships.cfm.

Meet with Employers

Programs and events including our Career/Graduate School Expo, Volunteer Fair, and other on-campus recruiting events are excellent opportunities for alumni to directly interact with possible employers and begin networking.

Additional Resources

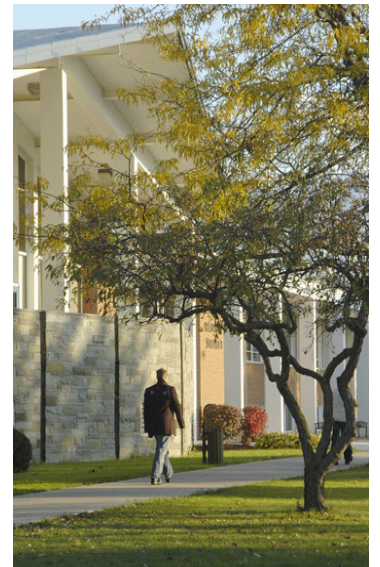
For alumni seeking additional resources, individualized career counseling, and more comprehensive services, the following organizations are available to provide assistance:

Working Solutions One-Stop Center

New York State Office Building, 2nd Floor
207 Genesee Street
Utica, NY 13501
(315) 793-2229
www.working-solutions.org

Global Human Resource Directions (free initial consultation)

270 Genesee Street
Utica, NY 13502
(315) 525-1370
www.GlobalHumanResourceDirections.com



Contact Information:

206 Strebel Student Center
www.utica.edu/careerservices
careerservices@utica.edu
315-792-3087 (phone)
315-792-3370 (fax)

