



PURDUE CCO
Graduate professional
development

CCO Job Search Series for Grad Students

This 4-part “Job Search Series” will walk you through most of the job or internship search process: personal branding, document development, networking & interviewing. You can stay back after the 45-min. small-group workshops for one-on-one feedback.*

Apr. 3: Personal brand: what are you known for?

For an effective job search, candidates should have a coherent personal brand. Learn key components of a successful brand, develop your own, & learn how to manage & communicate it in different contexts (in person, online).

Apr. 10: Resumes & cover letters

Learn what makes a resume compelling, & how to write impactful cover letters. Bring a resume & job posting to work on.

Apr. 17: Networking (online & in person)

Learn effective strategies, incl. informational interviews, social media usage, & follow-up.

Apr. 24: Interviewing

Learn how to accomplish both goals of an interview: marketing yourself effectively, & learning as much as you can about the company. We will also discuss how to answer visa-related, salary-related, & inappropriate/illegal questions.

All workshops: in RAWLS 2079 from 4:15 to 5 PM

NO RSVP; arrive early to get a seat! Room seats 30. Questions? askCCO@purdue.edu

***5 to 6 PM: CCO drop-ins hour (Stay back for one-on-one feedback)**

You must sign up for feedback when you arrive. Limited spots available.

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