Dear NSM Students:

University Career Services wishes you all the best as you wrap up the fall semester. Within this announcement you will find upcoming events, resources and available Job & Internship opportunities for NSM related fields. This is not an end all be all to your search although our goals is to facilitate the process for you. Remember to register with Cougar Pathway for search for additional opportunities, register for upcoming events, IN THIS ISSUE:

IN THIS ISSUE:

NSM Career Counseling walk-in hours are available every Wednesday from 1-4pm during the fall 2014 semester. NSM majors can “drop-in” for quick 10 minute meetings regarding internship and job search strategies, career fair preparation, interviewing tips, resume critiques, and career/major exploration

Walk-in hours are located at 115 Fleming within the NSM Undergraduate Advising Center.

Upcoming UCS Events:

Federal Bureau of Investigation (FBI)

Information Session Wednesday, November 19th 4:00 - 5:30 p.m.

Interviews will be held

Wednesday, November 19th 9:00 am. - 345 p.m.

AND Thursday, November 20th from 9:00 a.m.—4:00 p.m.

For More Details: Log into AccessUH and select the Cougar Pathway icon and the Events Tab for the info session and the Jobs tab for interview information. Please also refer to the FBI opportunities flyer within this newsletter.

Wednesday, December 10th H.I.R.E. M.E. - Alumni Career Fair From 4:00-7:00 p.m.

This Career Fair & Professional Development Expo is specifically for Alumni who are seeking career advancement, or looking to break into an entry-level role! Network with Employers from Oil & Gas, Medical/Healthcare, Technology, Education, & General Business! Receive professional advice at Career Advancement Seminars.

This event is for recent UH graduates and alumni.

For More Details: You may visit our Events Calendar at www.uh.edu/ucs
#1: Your resume must be one page.
False. For example, if you are a graduate student who has worked on research with multiple professors, worked for 10 years in the field before starting your master’s program, or presented at multiple conferences for student chapters of professional organizations, you may be cutting out essential information if you try to limit your resume to one page. Even undergraduate students with a few years of relevant work experience and multiple positions in student organizations may have difficulty keeping to the one page limit.

#2: Your resume should include your entire work history.
False. Your most relevant experience for the position you desire is what needs to be showcased on your resume. Remember, your resume is your marketing tool. Volunteer experience and internships can be just as beneficial as a paid position. A part-time job that you only worked at for a month or two will not excite your potential employer and may even hurt your chances of being called for an interview.

#3: A great resume will produce job offers.
False. A great resume may get you an interview. No matter how great your resume is employers still want to meet prospective employees to find out if they are a good fit with their team. You may look great on paper, but an employer will almost always want to meet a possible future employee in person. This is why it is important to work on your interviewing skills by scheduling a mock interview appointment with your UCS career counselor.

#4: You should include “References available upon request” at the bottom of your resume.
False. This line is unnecessary and will take up space on your resume that you may need to use for more pertinent information. Employers know that you have references and they will request them when needed.

#5: It is okay to fib or stretch the truth on your resume.
False. Never put information on your resume that is not the complete truth. Employers will find out, and you will lose credibility with that particular employer and most likely every other employer that person knows. Increasing your GPA, stretching your job duties, and making yourself an employee instead of an intern will be discovered and will harm your future opportunities.

Tip: Make sure to really know your resume; this way you will be prepared for specific questions the employer might ask you. Be prepared to back up your answers with measurable results by using numbers, data, percentages, dollar amounts, etc.

**For additional resume writing tips please visit www.uh.edu/ucs and select ‘students’ and ‘empower’**
EXPLORE YOUR
COUGAR PATHWAYS
TO SUCCESS!

FEDERAL BUREAU OF INVESTIGATION
COLLEGIATE HIRING EVENT

University of Houston
UNIVERSITY CAREER SERVICES – 106 STUDENT SERVICES CENTER 1

INFORMATION SESSION
NOVEMBER 19TH 4:00PM TO 5:30PM
RSVP: Log in to AccessUH, click on Cougar Pathway icon, then click the Events tab

INTERVIEWS
NOVEMBER 19TH 9:00AM-3:45PM
NOVEMBER 20TH 9:00AM-4:00PM
Apply: Log in to Cougar Pathway, then click the Jobs tab

Learn about the FBI’s mission and rewarding career opportunities for graduating seniors at this Information Session with FBI representatives. The FBI will be conducting limited interviews for entry level positions and make on-the spot job offers to qualified candidates at this event (Interviews are on a first come first serve basis and to pre-selected candidates).

What to Expect
• Learn about the FBI mission and its rewarding work culture
• Limited Interviews
• On-the spot Job offers
• Q&A Session

What to Bring
• Official Government ID (i.e. drivers License/passport/identification Card)
• Un-official Transcript
• Resume
• DD214 (if applicable)

Requirements
• Be a U.S. Citizen;
• Possess overall 3.0 GPA or higher on a 4.0 scale;
• Enrolled or graduated from an accredited college or university;
• Pursuing an undergraduate or higher level degree that anticipates graduating by May 2015;
• Have received an undergraduate or higher level degree within the past (2) years, no earlier than May 2013;
• Be an eligible Veteran who received an undergraduate or higher level degree with the past (6) years (no earlier than May 2009)

FBI Entry Level Positions

General Positions
• Operational Support Technician
• Management and Program Analyst
• Human Resource Specialist
• Personnel Security Specialist
• Budget Analyst

Technical Positions
• IT Specialist
• Computer Scientist
• Electrical Engineer

For more information about the entry-level positions descriptions and the Background Investigation please visit www.fbi.gov/collegiaterecruitment.

All FBI employees must undergo an FBI Background Investigation and receive an FBI Top Secret Security Clearance. The FBI is an equal opportunity employer and supports workforce diversity and inclusion.

For more Career information visit www.FBIjobs.gov
Houston Methodist Summer Internship Program – Hospital Administration/Operations

The Summer Internship program is an innovative, collaborative 10-week unpaid program that allows interns to gain unparalleled exposure into Houston Methodist's operations. Designed for graduate students interested in a career in hospital administration/operations, each intern will work directly with a high-level director on a variety of process improvement, operational, and financial projects in the Texas Medical Center main campus. Prior interns have had the opportunity to work in departments such as: Cath Lab, Operating Room, IT, Finance, Global Services, Case Management, Transplant Center, Pharmacy, Outpatient Center, Supply Chain Management, and many more.

The interns will also have opportunity to participate in a Summer Lecture Series which consists of a series of round-table discussions with senior leadership throughout the organization. The intern is responsible for the completion of projects as assigned by the director/preceptor.

Roland Cruickshank, MHA, MPA, FACHE serves as the Summer Internship Program preceptor, and meets with the interns throughout their internship to guide their experience.

Program will begin June 1, 2015 and end August 7, 2015.

Application requirements:
Please send the most recent copy of your resume and a personal statement of interest explaining why you chose Houston Methodist and what you expect to gain from your internship experience (500 words). Applications are due February 15, 2015.

Please submit all materials in one pdf file: opsinternship@tmhs.org

Note that this internship is for individuals interested in hospital administration. For those students interested in a nursing internship, please contact ahernandez@tmhs.org. For those interested in the System HR internship, please visit the HR Internship page. For those interested in a medical residency or internship, please contact our GME office.
UCLA Institute for Pure and Applied Mathematics presents

SUMMER 2015 RIPS!
Research in Industrial Projects for Students
June 22 to August 21, 2015

Summer in Los Angeles!
Apply your math skills to cool, real world research projects sponsored by industry. Work with fellow students who come from across the country and around the world, and who share your strong interest in math. Learn about careers that use math. Develop research skills. It all adds up to one great summer!

Challenging Projects!
RIPS projects involve serious math and computing. Past projects have involved space mission design, crime modeling, machine learning, weather forecasting, digital image blending, quantum computing, finance, and more!

Cool Industry Sponsors!
Past sponsors include:
- Disney
- Google
- HRL
- Symantec
- Los Angeles Police Department
- The Aerospace Corporation
- The Shoah Foundation

Work as a Team!
Work in teams of four students under the guidance of an academic mentor and industry sponsor.

Who are RIPS Students?
RIPS students come from many different academic fields, but all share a strong background and interest in mathematics. Undergraduate students, including current seniors, are eligible to apply. The selection process is competitive!

Here’s the Deal:
RIPS participants will receive:
- Free travel to UCLA
- Housing and most meals
- Generous stipend

APPLICATION DEADLINE: FEBRUARY 12, 2015
For more information and application procedures, go to:
www.ipam.ucla.edu/rips