Creating Passion to Career

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http://www.theatlantic.com/business/archive/2014/08/th e-thing-employers-look-for-when-hiring-recentgraduates/378693/



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Leadership (0) Strong Work Ethic

Teamwork

Analytical/ **Quantitative**

Communication

Technical/ **Computer Skills**

Problem Solving

Initiative















Professionalism

 Conducting oneself with integrity, responsibility, accountability, and excellence

 Blending and integration of multiple skills (communication, problem solving, conflict management, teamwork etc.)

Influence of Attributes

Figure 40: Influence of attributes

Attribute	2015 Average Influence Rating*	2014 Average Influence Rating*
Has held leadership position	3.9	3.9
Major	3.9	3.9
High GPA (3.0 or above)	3.6	3.7
Has been involved in extracurricular activities (clubs, sports, student government, etc.)	3.6	3.5
School attended	2.8	2.9
Has done volunteer work	2.8	2.8
Is fluent in a foreign language	2.4	2.4
Has studied abroad	2.1	2.2

^{*5-}point scale, where 1=No influence at all, 2=Not much influence, 3=Somewhat of an influence, 4=Very much influence, and 5=Extreme influence.

Resume Example Entries

- Answer Phones
- Good with People and Animals
- Greet visitors
- Organized events to improve the community
- Gave Presentations

- Waitress
 - Served food
 - Customer Service
- Cashier
 - Handled Money
 - Bagged groceries
 - Welcomed costumers
- Lifeguard
 - Supervised people swimming

Helpful Hints

Cashier, May 2009-Present **Stop and Shop**, South Windsor, CT

- Promoted positive store image through interactions with customers
- Encouraged customers to return through high quality service
- Assisted customers in navigating the store through knowledge of the work environment

Associate, May 2008-May 2009 **Atlanta Bread Co.,** South Windsor, CT

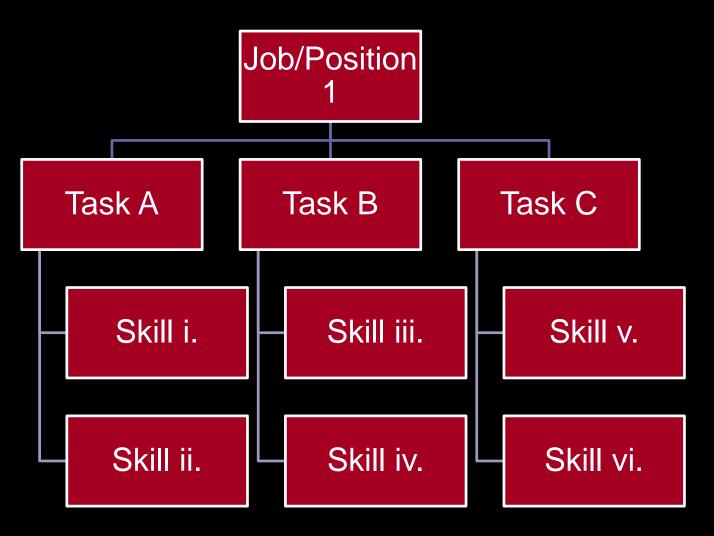
- Ensured that orders be assembled efficiently and responsibly for the customer
- Committed to giving the customer a personal experience
- Collaborated with other employees to ensure a safe and proficient work environment

BUFFALO WILD WINGS

Johns Creek, GA & Columbia, SC USA **Server, Wings Certified Trainer** May 2013-Present

- Create a unique and personal experience for guests
- Assist guests by providing details about the menu and catering to their needs
- Attend all pre-shift meetings to stay up-todate with everything at the restaurant
- Train 8 new hires to ensure they will uphold all company standards
- Don't forget:
 - Workshops/Trainings
 - It's not about what you do, it's about what you learn from what you do
 - Decipher appropriate ways to show competency in transferable skills
 - Capitalize on your strengths but don't be afraid to tackle your areas of improvement

Map it out!



Charts from What Color is Parachute? Richard Bolles ed. 2002

How else can experiences help inform and shape decisions?

- Work Culture
- Supervisors
- Colleagues
- Philosophy/Mission
- Any others?

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