

GET THE JOB

Get the Job After College

As a college student's academic career ends, it's common to feel apprehension that a resume may be lacking in work history. Sometimes, job seekers are tempted to pad their job resumes with false professional experience to impress hiring managers.

However, claiming misinformation can prove you unreliable and tarnish your reputation throughout an industry.

If you're worried that your insufficient work history may cause you to appear inexperienced, use your resume to demonstrate the skills and achievements you obtained in college. When drafting your document, use education to your advantage and highlight hands-on experience that prepared you for the workforce.

BOAST YOUR EDUCATION HIGHLIGHTS

After college, your educational achievements should be front and center on a resume. List the name of your university, obtained degree and graduation year. These



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notes should be high on your resume, typically just under the summary.

Place the spotlight on activities you participated in, whether they were paid or volunteer roles. Make sure to mention events that are specifically related to the career you are entering. You should also express your contribution during any charity drives or pursuits created to benefit your campus.

ON THE JOB

Once you land your first job after college, the experts from

Working Scholar recommend these tips to ensure your success.

ADDRESS SIGNIFICANT CHALLENGES

Finding and solving challenges throughout the industry can make you stand out in a new career. Research problem areas and corporate goals within similar companies to discover practical solutions.

SELL YOUR IDEAS

When you're beginning in a new work environment, it may take time before leaders trust

your judgment. Before jumping in and attempting to change existing policies, follow these steps first.

- Begin with a written proposal to your direct supervisor.
- Ask for advice from experienced managers.
- Use a firm tone when expressing your ideas.

Don't be discouraged if your intentions aren't well-received at first, as changing protocol can be a long process.

SEND UPDATES ON PROGRESS

Don't avoid bragging about

the progress you're making toward tackling projects or improving your department. Sending emails to update your superiors is a way to boast about your performance and accomplishments subtly.

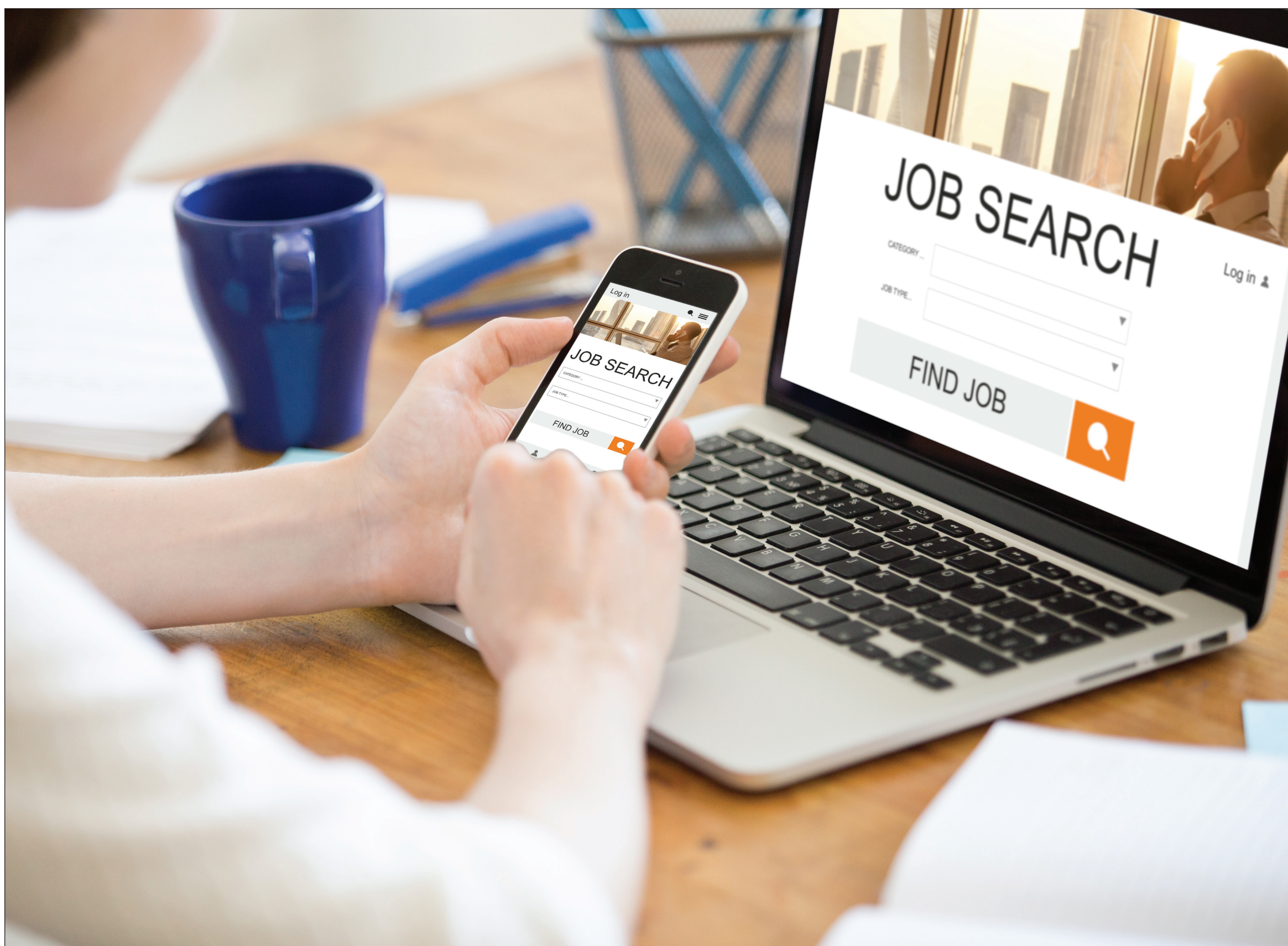
LEARN FROM MISTAKES AND IMPROVE YOUR SKILLS

Take each new opportunity in your new career to learn more about yourself. Use the discovery of your flaws as learning experiences. Take advantage of constructive criticism and mistakes to find ways to improve your productivity and increase the knowledge you hold about the industry.

Consider signing up for additional training or classes in areas that you feel you may benefit from extensive lessons. For instance, if you miss important deadlines, consider attending workshops that help with time management. Or, if you fail to impress clients or management while pitching services or ideas, you can learn to vocalize your vision with confidence through public speaking classes.

As you're becoming familiar with your new position, pay attention to the performances from your peers and leaders to gain a unique perspective of the industry.

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HOT JOB PROFILE

EVENT PLANNERS 2018 median pay: \$49,370 per year (\$23.74 per hour)

Number of jobs in 2018: 134,100

Job outlook, 2018-28: 7% (faster than average)

Employment change, 2018-28: 9,600

The role: Meeting, convention and event planners coordinate all aspects of events and professional meetings.

Education required: Most meeting, convention and

event planning positions require a bachelor's degree. Some hospitality industry experience related to event planning is considered valuable for many positions.

The need: Job opportunities should be best for candidates with hospitality experience and a bachelor's degree in meeting and event management, hospitality or tourism management.

Source: U.S. Bureau of Labor Statistics

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