

Instant Messenger

A Career Services Center Publication

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**Need the CSC
Job Listings Password?**
User name: **joblist**
Password: **marlinjobs**

FOCUS-2 Assessments
Access code: **marlins**

Career Services Staff:

Lisa Fentress, Director
Kate Bourdow, Assistant Director
Leslie Hines, Admin. Assistant
Kempner Jones, Work Study

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Editor & Designer: Leslie Hines
Virginia Wesleyan College-Batten 220
1584 Wesleyan Drive
Norfolk, VA 23502
Phone: (757) 455-3337
Fax: (757) 233-8748
E-mail: Career_services@vwc.edu
Web: www.vwc.edu/careerservices



Resume Writing Workshop

**Tuesday, February 10
11:00 am—Batten 228**

Get your
resume shined
up and ready for
the “C2C”
College to Career Fair.



Learn how to translate classroom leadership projects, volunteer work, club and organization participation, part-time jobs and more into the marketable skills and experience that employers are seeking.

Workshops Coming Up On FEBRUARY TUESDAYS

Interviewing Skills Workshop

**Tuesday, February 17
11 am—Batten 228**

Learn how to make the best possible impression on your next interview. Increase your chances of receiving that coveted job offer. Learn about interviewing styles and how to answer a recruiter's questions.

Business Etiquette Workshop

**Tuesday, February 24
11 am—Batten 228**

Learn about basic “do’s & don’ts” of business protocol: office relationships, cell phone manners, business & social luncheons and get-togethers, attire for various occasions, importance of your “FaceBook” content, and more.

RECRUITERS ON CAMPUS THIS WEEK

U.S. Census Bureau

Testing on campus for
2010 Census Takers
**Monday, February 9
10:30 am-1:00 pm**

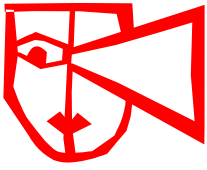
AAA Pool Services

Hiring for Summer
Lifeguard positions
**Tuesday, February 10
10 am-3:00 pm**
Batten Student Center

Makemie Woods Camp & Conference Center

Hiring for Summer
Camp Counselors, Lifeguards,
Waterfront Director &
Cooperation Coach
(Possible Internship
opportunities)
**Thursday, February 12
11 am-1 pm**
Batten Student Center





The Week at a Glance

February 9-16, 2009

Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon
9	10	11	12	13	14	15	16
Instant.Messenger Delivered to your e-mail box U.S. Census Bureau Employment Testing Today 10:30 am-1:00 pm Princess Anne Room-Boyd (Proper ID required)	AAA Pool Services Recruiter on Campus 10:00 am-3:00 pm Batten Student Center Resume Writing Workshop 11:00 a.m. -Batten 228	Career Information Table Batten Center 11:00 am-2:00 p.m.	Makemie Woods Camp & Conference Center Recruiter on campus 11:00 am-1:00 pm Batten Center	Deadline to sign up for the Business & Social Etiquette Dinner (Refundable deposit is \$10) Come to CSC to sign up. <i>Dinner to be held Feb. 19th</i>			Instant.Messenger delivered

Need
 Transportation to
 "C2C"
 Career
 Fair?

Visit Career
 Services
 Center by
 Friday,
 Feb. 20th
 to reserve
 a space.

**CAREERS IN
 HIGHER
 EDUCATION**

**PRESENTED BY
 ODU'S M.S.ED.
 HIGHER EDUCATION
 PROGRAM**

**THURSDAY,
 FEBRUARY 19
 11:00-11:50 A.M.
 PEARCE
 HOSPITALITY SUITE,
 BATTEN CENTER**

Business & Social Etiquette Dinner

Thursday, February 19, 2009; 5:00-7:00 p.m.
 Princess Anne Room of Boyd Dining Center



Maximum seating of 12! RSVP now!
 Call 455-3337 or email jhines@vwc.edu
 Only the first 12 to register will be able to attend.
 \$10 deposit to hold your seat (will be refunded at the dinner).
 Dinner is co-sponsored by CSC & "Career 15"

DID YOU KNOW...?

More than 25% of college students have inappropriate outgoing messages on their voicemail. Consider what an employer calling about an interview might think of your message's content. The best messages are short, identify the owner by first and last name, and encourage the caller to leave a brief message.* For more job search tips, visit the CSC in Batten Center, Suite 220.

* www.collegegrad.com