

## Career Services Center Where Today's Braves Look to Plan the Future

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- Albert Mensah

### Major of the Month:

- Biology

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### Career Center Info:

#### Location

University Center, Suite. 210,  
521-6270, cs@uncp.edu,  
www.uncp.edu/cs

#### Hours M-F, 8:00 am - 5:00 pm

Appointments may be made for Career Consulting, DISCOVER, Resume Critiques, Mock Interviews, Job Search, Graduate School Planning

#### Staff

Dr. Denisha Sanders  
Director

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Office Manager/ On-Campus  
Recruiting Coordinator

Kathleen Frank  
Graduate Assistant

# Brave Opportunities

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## Career Expo Do's and Don'ts Top Ten List

With the upcoming Career Expo at UNCP, here are some do's and don'ts you want to pay attention to!!

**1) Do** check out the attending companies on [www.uncp.edu/cs](http://www.uncp.edu/cs). A common question is, "Why do you want to work for our company?" Do your research on the companies.

**2) Don't** just drop your resume on the recruiter's table and walk off. Do prepare a one-minute "commercial" that focuses on the unique benefits you can offer the employer - your unique qualities and skills.

**3) Don't** be afraid or intimidated by the recruiter;

he or she is there to do a job - to meet and screen potential candidates.

**4) Do** have a few questions prepared for each recruiter, but don't ask questions that any good job-seeker should already know, such as "What does your company do?"

**5) Do** say the recruiter's name several times during your conversation, even if you have to keep glancing at the recruiter's name tag.

**6) Don't** forget to eliminate such bad habits as playing with your hair, chewing gum, fidgeting, rocking from side-to-side, rubbing your nose, acting distracted, etc.

**7) Do** remember all the keys to successful interviewing, including a firm handshake, a warm smile, eye contact, and a strong voice.

**8) Don't** use filler words such as "um", "like", "you know."

**9) Don't** ever just walk up to a booth and interrupt a current conversation; wait your turn and be polite.

**10) Don't** ever say anything negative to the recruiter about your college or previous jobs, companies, or supervisors.

Source: [www.quintcareers.com](http://www.quintcareers.com)

## ALBERT MENSAH VISITS UNCP

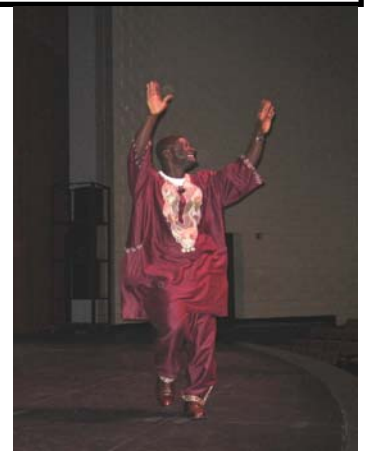
Albert Mensah spoke to UNCP students on September 5th, 2007. His message was one of encouragement and perseverance.

He gave students his "ALBERT formula" for success.

- 'A' is for aim high, he said. "You can take the easy way out, but don't settle for average."
- 'L' is for learn," he said. "Learn from others and

learn from your mistakes."

- 'B' is for be yourself, he said. "To pretend to be something you are not is a waste of valuable time."
- 'E' is for expect a lot from yourself.
- 'R' is for being a risk-taker, he said.
- 'T' is for trust yourself, he said. "Believe in your abilities. Make a commitment to being committed."



Scott Bigelow and photo courtesy of University Photography.

## Major of the Month: Biology

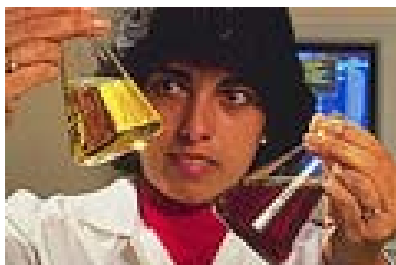
UNCP offers the study of Biology to its students in many different ways. Students have the option to major in Biology, or select it as an academic concentration. The following are also concentrations students can select:

- ✦ Biology-Botany Track
- ✦ Biology-Zoology Track
- ✦ Biology-Molecular Biology Track
- ✦ Biology- Environmental Biology Track
- ✦ Biology-Medical Technology Program
- ✦ Biology-Biomedical Emphasis
- ✦ Environmental Science
- ✦ Science Education
- ✦ Biotechnology

Biology majors contribute to their communities in many ways. Places that Biologists work are:

- ✦ Labs
- ✦ Colleges and Universities
- ✦ Pharmaceutical Companies
- ✦ Government Agencies
- ✦ Private Research Companies
- ✦ Hospitals

- ✦ Agriculture Stations and Zoos
- ✦ Oil Companies
- ✦ Museums



Several members of the UNCP Biology Faculty are members of the Association of Southeastern Biologists, a professional organization that supports biology research and human understanding of the science. Students may also join this association and keep up with the latest news and research from a variety of biology specialties.

Another opportunity for students is Beta Beta Beta, a

national biology honor society. The Psi Lambda chapter requires that students be at least a second semester sophomore, have a 3.0 overall GPA and a 3.2 biology GPA, which includes at least 3 "2000" level courses to apply for membership. For more information, contact the Biology Department or visit their Web site, [www.uncp.edu/biology](http://www.uncp.edu/biology).



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Sources: UNCP Catalog, "What Can I Do With a Major In.?", The Biology Department Web site-[www.uncp.edu/biology](http://www.uncp.edu/biology), Association for Southeastern Biologists Web site- <http://www.asb.appstate.edu>

## The Career Center has unlocked the Vault..

### What you can do with Vault:

- Research companies
- Research careers
- Research industries
- Research graduate schools

### Who recommends Vault?



Contact the Career Center for login information  
521-6270



## UNCP Career Expo

Wednesday  
October 10th  
10:00-2:00  
UC Annex

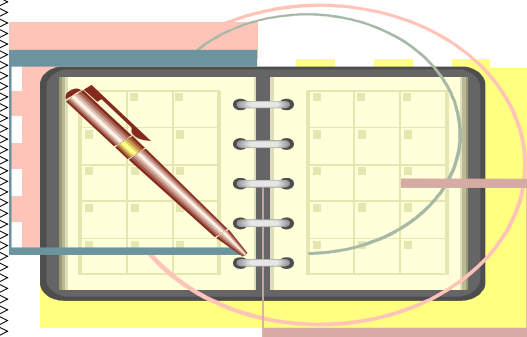


# Career Center Planner

## Career Mishaps

Treating the receptionist rudely: Since the first person you meet on an interview is usually a receptionist, this encounter represents the first impression you'll make. Don't mistake low rank for low input. Often that receptionist's job is to usher you into your interview. The receptionist has the power to pave your way positively or negatively before you even set eyes on the interviewer. The interviewer may also solicit the receptionist's opinion of you after you leave.

[www.quintcareers.com](http://www.quintcareers.com)



## Upcoming Events

10-11 Working Lunch: How to Get into Law School  
Career Center, UC 210, 12:30

10-23 Careers In...Arts, Communication, and Media  
Career Center, UC 210, 3:30

10-24 Getting Into Grad School  
Career Center, UC 210, 10:00 & 3:30

10-25 Working Lunch: How to Get into Grad School  
Career Center, UC 210, 12:00

10-30 "Resume Critique Station"  
BA Building, 10:00–2:00

**Come by for an "on-the-spot" resume critique**



## Career Definitions

Ever wonder what certain terms mean?  
We have the answers!

### Corporate Culture

The collection of beliefs, expectations, and values shared by an organization's members and transmitted from one generation of employees to another. The culture sets norms (rules of conduct) that define acceptable behavior of employees of the organization. It's important for job seekers to understand the culture of the organization before accepting a job.

[www.quintcareers.com](http://www.quintcareers.com)

## The Career Center Career Peer Program

Interested in learning how to succeed in your career?  
Want to help your friends with their careers?

**Apply to become a Career Peer!**



**Visit the Career Center  
Web site, [www.uncp.edu/cs](http://www.uncp.edu/cs)  
to apply online today!**

## COMING UP!

**Business Etiquette Dinner-Tuesday, October 9th-Tickets on Sale Now!**

**UNCP Career Expo-Wednesday, October 10th**

**Events held in the brand new UC Annex Assembly Room**