



UNIVERSITY of WISCONSIN  
**GREEN BAY**

Career Services

## CAREER SERVICES

# Our Focus Is You

### Career Services Works for You

The Phoenix may be mythical, but we really flock together! Whether you are a student from Green Bay, Marinette, Manitowoc, Sheboygan or online, Career Services is dedicated to your academic and career success. We help you fit all the pieces together. Our mission is to assist you with the choice of major, career, job or graduate school that is right for you.

Why work with us? We are experts—and connected! With fellow students, faculty, future employers, resources and more, all focused on providing you with world-class career services.

**We are Focused  
On Your Success!**  
Stop in, log on,  
email or call.

**HOURS:**  
7:45 a.m. - 4:30 p.m.  
Monday through Friday  
Drop-in hours available.

Call for specific days  
and times. Individual  
scheduled appointments  
are encouraged.



920.465.2163



[careers@uwgb.edu](mailto:careers@uwgb.edu)



[www.uwgb.edu/careers](http://www.uwgb.edu/careers)



[@UWGB.career.services](https://www.facebook.com/UWGB.career.services)



# The (Not-So) Secret to Success in College and Beyond— It is All About **Choices, Skills** and **Connections**.

We will help you find your passion, then develop a pathway to success. But you have to take the first step. Remember, these are resources, and what you do with them is up to you. The good news? As long as you are a Phoenix, we are here to help.

## First-Year or Post-Graduate—Use this Quick List of our Services

*(Not sure where to start? Get in touch and we will figure it out together.)*

### ► Make the Best Career Choices:

- Individual career advising to clarify your career goals and strategies.
- Career planning by taking PSYCH225, a career exploration course offered each semester.
- Assessment inventories to assist you in selecting your major and your career.
- Researching on our website and online.
- Workshops and special seminars on choosing a major, graduate school and internships.
- Special events with alumni discussing their education and career paths.

### ► Acquire the Skills for Success:

- Resume writing and correspondence critiques.
- Practice interviews.
- Assistance in effective networking, communicating, negotiating, researching and more.
- Dine like a professional! Learn how to meet, eat and mingle with proper etiquette.
- Understand professional skills by taking a dedicated course offered each semester (BusAdm 210).
- Discover graduate and professional programs to continue your career preparation.
- Review of personal statements and graduate school applications.

### ► Connections for the Perfect Career Opportunity:

- Job fairs that connect you with employers.
- Post your resume online to access job and internship opportunities on Handshake.
- Create your own unique Handshake profile.
- Search our events calendar at [uwgb.edu/careers](http://uwgb.edu/careers)
- Direct employer referrals through Career Services.
- On-campus recruitment allows you to interview with prospective employers.
- Interact with alumni and organizational representatives through networking events and informational sessions.
- Assistance with a LinkedIn profile.



“The easiest connection I made throughout my 4 years of college, was a connection with Career Services. Without their help, I would not have had three internships and a full-time job before graduation!”

Thanks,

Dylan Ringham '18  
Benefits Specialist  
Rosen's Diversified, Inc.



UNIVERSITY of WISCONSIN  
**GREEN BAY**

Career Services