

## Hidden Advantages of a Part-Time Job

At the beginning of each school year, students are presented with a range of activities to be involved in the upcoming year. Many students may be missing out on an opportunity that could open up numerous doors and provide an educational experience: a part-time job.

The extra cash earned from a part-time job could come in handy throughout the semester as college tuition and expenses often drain students' bank accounts.

Beyond the obvious benefits, though, are hidden advantages not often thought of when considering a part-time job. For some, the tasks that are assigned in a part-time job may seem meaningless and mundane. However, the benefits that are associated with that job could have an impact on a career path in the future. The responsibility acquired by balancing school work, a job and everyday life will stand out to many employers. This provides an employer a positive glimpse at one's work ethic and commitment level.

Part-time jobs also allow one to develop skills that can be used in most career fields later on. A job that is physically demanding may assist in fostering a work ethic based on perseverance. The opportunity to work below a supervisor or manager allows one to receive criticism and follow instruction, both of which are crucial skills in almost all career fields.

With any job comes the opportunity to see new

faces and meet new people. Every coworker has an unique background and set of contacts outside the workplace. As relationships are formed among coworkers, the opportunity for networking is made available. Contacts may be made that would have otherwise never been possible, based on the relationships formed in that part-time job.

As a new semester begins, many part-time jobs are available. A few of the top student employers on the Kansas State campus are Housing and Dining Services, Bramlage Coliseum and the K-State Student Union.

Many prospects for part-time jobs, internships and volunteer opportunities will be made available to students and community members at the Career and Employment Services Part-Time Opportunities Fair on Thursday, Aug. 27. Both on and off-campus part-time job listings can also be accessed through CES' free online student account.

For more information about part-time jobs, visit <http://www.k-state.edu/ces/students/parttimejobtips.htm>. To access CES' online student account, see the left side of the CES homepage at [www.k-state.edu/ces](http://www.k-state.edu/ces) under "My CES Account".

### Q&A

**Question:** I'm finished with my summer internship, now what?

**Answer:** After completing an internship it can be easy to assume you are done and time to move on. However, setting aside a little time to sit down and contemplate what you learned during your internship experience could be very beneficial.

Rather than advancing on and risking the chance of forgetting some of the tasks that you completed in your internship, Tony Boscia, area assistant at K-State Career and Employment Services suggests, "Take stock of what you've learned and how to apply it to the future."

Mentally processing what you learned from your internship experience is the first step, but Boscia says it is more effective to go the next step and write it down.

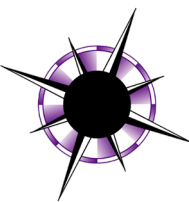
Later on when it comes time to create your resume, these experiences are likely to not be fresh in your mind. Having a written account of what you did during your internship will assist in accurately presenting your qualifications to future employers.

### CES Service of the Month

#### Career Closet

Save green and go green. Check out our closet at Holtz Hall and purchase gently used professional attire for upcoming career fairs and interviews. Men and women, all sizes. Shop for free but donations accepted with all proceeds benefitting the Manhattan Emergency Shelter.

Thurs. Sept. 17, 11 a.m.-1 p.m.  
Fri. Sept. 18, 9-11 a.m., 1-3 p.m.



## MARK YOUR CALENDARS

### FAIRS AND EVENTS:

Aug. 26

- Backyard BBQ

Aug. 27

- Part-time Opportunities Fair

Sept. 17 & 18

- Career Closet

Sept. 21

- Midnight Resume Madness

Sept. 22 & 23

- All-University Career Fair

### WORKSHOPS:

Sept. 10

- Job Search for International Students

Sept. 14

- Interviewing: Advice from the Experts

Sept. 15

- How to Work a Career Fair

## STUDENT SPOTLIGHT

Each year students are presented with many opportunities to partake in during their summer vacation. Katy Wittich, a senior in Industrial Engineering, has had a consistent pattern in her summers throughout college. Rather than traveling the world or racking up the credit hours in summer classes, she gained invaluable experience by completing three different internships.

Katy spent her first two summers working at Cessna in Wichita. As an industrial engineer intern, her three main projects at Cessna involved working with facilities to figure out how to set up an exit for an airplane, striving to determine if the company needed more machines to keep up with demand and searching for a way to make processes easier for other workers of the company.

At Cessna she was given the opportunity to do things she had not yet learned in the classroom. Once returning to classes at K-State, she was able to better grasp these concepts when it was time for her to take those classes, she said.

This past summer Katy worked with a different company in Wichita called Metal Pros. With this company, she was assigned to find the best way to move machines and processes around in order to allow for the expansion of a building project.

Katy said it was her experiences in these internships that have made her excited to be in the industrial engineering field. These two different working environments enabled her to refine what she will look for in a job after college, based on what she has and has not enjoyed.

"Now I know I'm searching for a job with this and this, had I not had that internship I wouldn't have known that. It's really given me something to think about when I actually do get a job, what I want to look for and specialize in," said Katy.

In May 2010, Katy will graduate from Kansas State with not only a degree in Industrial Engineering, but she will also have three enriching experiences to verify the qualifications listed on her resume when searching for a job after college.



## Career Fair Preparation, More than One May Think

Although the All-University Career Fair is not until late September, the process to being well-prepared begins right after school starts. Based on an interview with Mary Ellen Barkley, Assistant Director at K-State Career and Employment Services, we've come up with a timeline for a well-prepared career fair attendee.

It may be hard to believe, but the last week in August is our first mark on this preparation timeline. First, brainstorm and narrow down your interests and qualifications. From there you can create a 30-second commercial to highlight your skills. Practice this commercial throughout the month of September so when the time arrives you will feel comfortable and prepared.

The first draft of your resume should be scratched out in the first week of September. If it is your first time creating a resume, or if you would like some helpful advice, Career and Employment Services welcomes walk-in appointments anytime from noon to 4 p.m. on Walk-in-Wednesdays. You can call and schedule an appointment with an advisor at CES for assistance with your resume any other day of the week. Also offered are Resume Critique workshops, the dates for these events can be found online at <http://www.k-state.edu/ces/students/calendar.htm#critiques>. After perfecting your resume, print 50 copies on resume paper to hand out to employers at the career fair.

The first week of September is also an excellent time to make a visit to the Printing Services in the Union to order business cards that include your name, degree, date of

graduation, contact information and university name.

During the second week of September, it is appropriate to start researching employers that are attending the career fair. A list of attending employers is available on My CES Account by selecting the Career Fair and Events tab.

By the third week of September, the time has come to start considering your appearance at the career fair. If you already have a business suit, now would be the time to get it out, try it on, and get any wrinkles out that may have sunk in since last wearing it. However, not all students have professional attire. This year at CES a new service is being offered to students called Career Closet. Check out more information about this event on the CES Web site.

Finally, the week of the career fair has arrived. If you have fallen behind in any of these steps, your trip to the career fair can still be a success. Career and Employment Services will offer resume critiques from 8:00 p.m. to midnight on September 21 in the Alumni Center Banquet Room during an annual event titled Midnight Madness.

After completing the preparation process, attending both days of the All-University Career Fair is a wise decision. Use that 30-second commercial you have been practicing, be bold and ask questions to employers and organizations, hand out your resume and be sure to take notes. There is a possibility that you may be offered an interview.

After successfully completing the preparation process and navigating the career fair, it is definitely time to celebrate a job well done!