Career & Employment Services’ mission is to provide career advising, training, employment connections and resources to K-State students, alumni, faculty, administration, employers and members of the community which the university serves.

CES can assist you with your search for part-time employment, a summer job, an internship, cooperative education or a full-time career position.

Activate and Update your Free CES Account
- Allow employers access to your resume
- Sign up online for on-campus interviews
- View online jobs and refer your resume to employers 24/7

Advising and Training
- Consult with career advisors
- Cover letter development
- Interview practice
- Job search strategies
- Resume building & critiques
- Webinars

Career Development
- Internships/Co-ops
- Summer employment
- Part-time job listings

CES Career Guides
The following guides are available at Career & Employment Services in Holtz Hall or www.k-state.edu/ces:
- Part-time Employment Brochure
- Resume & Interview Guide

Employment Services
- Career fairs
- Mock interview clinics
- On-campus interviewing
- Part-time, internship and full-time job listings
- Resume referrals to employers

Mock Interviews
Call 785-532-6506 or visit Holtz Hall to schedule a mock interview with a CES advisor or learn about college specific mock interviews with visiting employers.

Online Career Resources at www.k-state.edu/ces
- Career Fair and event details
- Links to top career-related websites
- Salary Statistics
- Relocation information

Report your Job
CES collects employment data about K-State grads. This data helps us develop a job network for other K-Staters. Report your job at: www.k-state.edu/ces.

ces collegiate liaisons
Undergraduate, graduate students and alumni can contact their respective college liaisons directly using the phone numbers below.

- Agriculture: 785-532-1680
- Architecture, Planning & Design: 785-532-1680
- Arts and Sciences: 785-532-1685
- Business: 785-532-6508
- Education: 785-532-6508
- Engineering: 785-532-1685
- Human Ecology: 785-532-1680
- Technology and Aviation at Salina: 785-826-2659
- Veterinary Medicine: 785-532-1680

CES Corporate Partners
Thanks to the following Corporate Partners who support K-State students and the CES mission.

Black & Veatch
BNSF Railway
Cargill
Cerner
Chevron Phillips
ConocoPhillips
Edward Jones
Enterprise Rent-a-Car
Farmers Insurance
Frontier Farm Credit
Corporate Partners as of May 2014

Garmin
GTM Sportswear
Intemark
Koch Industries
ONEOK
Payless ShoeSource
Perceptive Software
Phillips 66
State Street
Tradebot
Union Pacific

Career & Employment Services
www.k-state.edu/ces
Guiding you from college to career

FALL 2014
KANSAS STATE UNIVERSITY
WALK-IN WEDNESDAY
Drop by to have your resume or cover letter reviewed or ask a quick question. No appointment necessary.
Noon-4 pm, Holtz Hall.
- Sept. 3 - Oct. 1 - Oct. 22 - Nov. 12 - Dec. 10
- Sept. 10 - Oct. 8 - Oct. 29 - Nov. 19
- Sept. 17 - Oct. 15 - Nov. 5 - Dec. 3

CAREER CLOSET
Browse our closet of gently used men's and women's professional attire for upcoming career fairs and interviews. All sizes available. Monetary and canned food donations accepted with proceeds benefiting the Manhattan Emergency Shelter.
- Tues. Sept. 2, Noon-3 pm Union Courtyard
- Wed. Sept. 3, 10 am-1 pm Union Courtyard
- Tues. Sept. 16, Noon-3 pm Union Courtyard
- Fri. Sept. 19, 11 am-1 pm Union Courtyard

INTERVIEWING: ADVICE FROM THE EXPERTS
Get insider tips from corporate recruiters. Learn to make a good impression and effectively tell your story in an interview.
- Thurs. Sept. 4, 4 pm Union 227

JOB SEARCH FOR INTERNATIONAL STUDENTS
Learn how to look for a job, develop a resume and interview in the U.S.
- Tues. Sept. 9, 3:30 pm International Student Center

RESUME CRITIQUE
Prepare your resume for upcoming career fairs and interviews. No appointment necessary.
- Thurs. Sept. 18, Noon-2 pm Holtz Hall
- Fri. Sept. 19, 11 am-1 pm Union Courtyard

PART-TIME OPPORTUNITIES FAIR
Meet representatives from campus departments, local businesses and community agencies. Learn about part-time, volunteer, and internship opportunities.
- Thurs. Aug. 28, 10 am-3 pm Union Ballroom

HOW TO SUCCEED AT A CAREER FAIR
Learn how to dress professionally, identify potential employers, use social media effectively and network with recruiters.
- Thurs. Sept. 11, 4 pm Union 227

LATE NIGHT RESUME MADNESS
Get a quick resume critique before the All-University Career Fair and upcoming interviews. Sponsored by Phillips 66.
- Mon. Sept. 22, 7 pm-10 pm Alumni Center

ALL-UNIVERSITY CAREER FAIR
Connect with over 250 employers about career, internship and co-op positions. Bring multiple copies of your resume, dress professionally and visit both days! Shuttles available from the Union to Bramlage Coliseum.
- Tues. Sept. 23, 11 am-4 pm K-Z Employers Attending
- Wed. Sept. 24, 11 am-4 pm A-J Employers Attending

NEXT DAY INTERVIEWS
Interview with employers after the All-University Career Fair.
- Wed. Sept. 24, 8 am-5 pm Union Ballroom
- Thurs. Sept. 25, 8 am-5 pm Union Ballroom

Updates and additional details about our fall and spring events will be posted at www.k-state.edu/ces.

BACKYARD BBQ
Enjoy a free lunch and meet your CES advisor. Activate/update your CES account and receive a free T-shirt. Sponsored by ConocoPhillips.
- Wed. Aug. 27, 11 am-1:30 pm Holtz Hall South Lawn

ARE YOU LINKEDIN?
Receive valuable insight on the benefits of using LinkedIn. Learn to network successfully, how employers use LinkedIn to recruit, and strategies to make your profile stand out.
- Thurs. Oct. 16, 4 pm Union 227

START SMART SALARY NEGOTIATION
Participate in an interactive workshop designed to provide college women with knowledge and negotiation skills for equitable salaries and benefits.
- Tues. Oct. 21, 6 pm-8 pm Leadership Studies Town Hall

CVs/RESUMES FOR GRAD STUDENTS
Start, create and use a curriculum vitae or resume to market your skills to potential employers in industry or academia.
- Tues. Oct. 28, 4 pm Union 226

DINING ETIQUETTE
Make a positive impression when dining in a professional setting. Business attire required. $12.00 per person or a KSU meal plan. Reservations must be made by 5 pm on Friday, October 31 through CES in Holtz Hall.
- Thurs. Nov. 6, 5:30 pm Derby Dining Center

CAREER EVENTS
SPECIALTY PROGRAMS

Updates and additional details about our fall and spring events will be posted at www.k-state.edu/ces.