



# Getting the Job You Want

ASU Engineering Career Center  
Advice from a Technical Manager series  
presented June 3, 2020

## GETTING THE JOB YOU WANT – YOUR JOURNEY

- Grades Matter – Highly desired companies can pick from the top GPAs
- Engage Curiosity – Learn and explore so you really understand, learn to think laterally and strategically, experiment/try what you are learning (apply, stretch, break), engage in dialogs/discussions, ask the “stupid” questions
- Learn Quality and Process - understand quality and process and apply to class projects: SDLC, ITIL, PMP, 6-sigma, DFM/S, D/FMEA, 8-D, 5-Why, Requirements/Test Methodology,
- Leadership Development – invest time in leadership training and communication skills
- Apply Learnings for Experience – clubs, competitions, community service
- Part-time Jobs: technicians/operations, gas station/garage, warehouse, restaurants, webservice
- Missions/Service: if no internship for the summer, volunteer

## GETTING THE JOB YOU WANT - KNOWING PEOPLE MATTER

- Network where you are, engage people
  - Say hello, talk to strangers, ask them about themselves, practice your 5 second story, dialog
    1. Religious Gatherings
    2. Restaurants
    3. Chamber of Commerce Events
    4. Volunteer Events / Board Membership (eg. Project Cure - Young Professionals Network)
    5. Anywhere
- Join Professional Organization(s) – where you can participate, attend regional and national conferences if possible. Lots of internship and career opportunities!
  - SWE, SHPE, AIChE, IEEE, AME, SAE, ACMP
- Certification Organizations
  - SAFe, ITIL, APICS, PMI, NSPE, 6-Sigma

## GETTING THE JOB YOU WANT – THE RESUME

- The Challenge: we want to know that you are a thinker and learner (in one page)
- GPA
- Include Honors / Awards
- Include work experience
  - speak to how it prepared you - responsibility, accountability, leadership, life skills
- Include class projects
- Include volunteer work

Highlight: Your passion, ability to learn, self-motivation, dedication, team/leadership skills, how you have processed a complex problem, broke it down, and delivered a solution!

## GETTING THE JOB YOU WANT – THE INTERVIEW

- Self Awareness –who you are, what you want, how you impact others
  - Introspection
  - Seek and embrace feedback
  - Energy / Enthusiasm
  - Your story: not just your experience ... values, passion, personal goals, vision, your why
- Research
  - Understand the companies you will see at the career fair/job interviews
    - What they do, who they hire and why, core values, culture
  - Form specific questions tailored to the company
  - How do you fit
- Conversation vs. Monologue
  - Highlight Reel
  - Purposeful Pause
  - Engage Audience / Listen Attentively / Ask Questions
  - Tone and Personality
  - Speak confidently on what you know, acknowledge what you do not

## DURING YOUR INTERNSHIPS OR WHEN YOU START FULL-TIME

- Understand and set goals
  - Plan and track your execution
  - Communicate often: status, challenges, help needed
  - Self Directed / Self Motivated
  - Seek input/feedback
  - Engage curiosity
  - Be prepared / plan ahead
  - Teamwork
  - Demonstrate persistence and resilience
  - Build strategic thinking skills
  - Deliver your highest quality work every time
  - Know the value of your internship experience – to you and your employer
  - Create a network / Connect with your team and other interns both inside and outside of work, say “yes” even when you may not normally
- Hard Lessons Learned:
    - Failed to deliver on goals, did not plan execution or communicate challenges or help needed
    - Missed key messaging in internship presentation, failed to prepare in advance to receive input
    - Focus on self and not the value of internship work
    - Delivery of incomplete work by failing to engage curiosity and understand objective, focus on quality, or think strategically how to best achieve the goal
    - Project was easier than anticipated or was underloaded for periods of time – don’t be afraid to ask for more work!