



Job Search for International Students

414.288.3577 • career.services@marquette.edu • <http://www.marquette.edu/csc>

Career Services Website: www.marquette.edu/csc

Curricular Practical Training—Allows international students to do an internship type of work experience for academic credit.

Optional Practical Training—F-1 Visa allows an international student to work twelve months after completing the bachelor's degree or a degree of higher status than the previous degree.

Two ways to find job vacancies:

- **Reactive Method**--Respond to positions that you see advertised in print or on the internet.
- **Proactive Method**--Networking, making contacts, researching companies and sending "cold" resumes.

Finding and Responding to Vacancies

MUCareerTRAK

- Allows students to look at job vacancies that are advertised to Marquette students
- Allows students to upload their resume on the program
- Allows students who are qualified to sign up for interviews in the Career Services Center during "On-Campus Recruiting" which takes place in Oct.-Nov. and Feb.-March. Students should try to be registered at least a month before interviews begin
- Students can attend a short (15 min.) MUCareerTRAK orientation in the Career Services Center. See bookmark for times of orientations
- Before a first-time user password is given to a student, the student's resume must be critiqued by the Career Services Center. Please send your resume to career.services@marquette.edu And a counselor will help you polish it
- After a student's resume has been critiqued, students can register for MUCareerTRAK and begin seeking jobs and internships online and signing up for interviews
- F-1 Students! Be aware that many companies do not interview F-1 students because they know you only have one year of practical training, and the company does not want to sponsor H1-B Visas. Please pay close attention to what companies will interview F-1's

Print Sources

- Newspapers throughout the U.S. like the *Milwaukee Journal/Sentinel* list jobs both in print and online
- Many Fortune 500 Companies list jobs on their websites
- Professional Associations often list jobs in their journals or on websites
- The Career Services Center has subscriptions that come in regularly that list both national and international positions:
 - *Current Jobs International*
 - *International Career Employment Weekly*
 - *International Employment Hotline*
 - ...plus national employment subscriptions

- Career Resource Center (MH 05) Books and Directories
 - *Directory of American Firms Operating in Foreign Countries*
 - *Directory of Foreign Firms Operating in the United States*
 - *Hoover's Handbook of World Business*
 - *Work Worldwide*
 - *International Jobs-Where They Are, How to Get Them*
 - *International Jobs Directory – 1001 Employers and Great Tips for Success*
 - ... and many other job search books

On-Line Job Sites and Sources

- MUCareerTRAK
- CSC webpage listing of online databases
- Finding sites through Google or Yahoo
- International Sites on CSC webpage (<http://www.marquette.edu/csc/students/international.shtml>)
- *International Job Finder – Where the Jobs are Worldwide*
(A helpful book with over a thousand international on-line job sites listed)

Seeking Positions On One's Own

- In some countries, graduates find jobs through family members or friends. In this country, you must rely more on yourself. Only about 20% of jobs are advertised in print or online. The rest are in the “hidden” job market and filled by word of mouth. That's why it's important to use contacts to find out about positions. This is called networking. To begin a network, talk to friends, families, professors, neighbors, and alumni of your school. Marquette has an alumni network online called *MU Connect: Career Alumni Network*. This program is listed on our homepage. (www.marquette.edu/csc) You can contact these graduates of Marquette for advice and information that you may need in your job search.

General Job Search Tips for International Students

- There are more jobs in the U.S. open to international students in the technical fields: computer science, IT and engineering. Jobs are also a bit more in demand in the accounting field. However, when the economy is soft, it is more difficult for F-1 students to find a position.
- If you cannot find a position in the U.S., your next best plan may be to seek an international job. Since you have studied abroad, know two or more languages and have an excellent degree, you make a good employment prospect for worldwide employers.

See book *International Job Finder, Where the Jobs are Worldwide*

by Daniel Lauber. This is a recent, definitive publication whose purpose was “to gather together in one place the broadest collection of effective online and offline resources for finding international jobs.”

- Research companies that tend to issue H1-B sponsorships. Below are two sources:
 - ForeignMBA.com—This site lists more than 70 employers that have a history of hiring MBA's
 - <http://uscis.gov> – Do a search under *H-1B visa* for statistics of H-1Bs being hired.
 - H1VisaJobs.com— Online Database of American Employers for International Professionals. Contains 10 databases listing companies that have sponsored H1-B visas with the past few years. The information comes from the federal government. The Career Services Center subscribes to this site:
(<http://www.marquette.edu/csc/students/intlistings.shtml>)

- Each year the U.S. grants 65,000 H1-B visas. (with 20,000 more added for advanced degreed candidates in 2005.) H1-B visas must be sponsored by the employer you are working for (or will be hired to work for) and ends when you terminate employment with that company. Many employers do not want to sponsor H1-B visas for the following reasons:
 - 1) They are unfamiliar with the process and know that hiring an American is much easier. Therefore it helps if the international student knows the process and can explain the steps in detail. In general--
 - The employer must petition the government for the H1-B visa
 - The visas application must be submitted to the Labor Department for approval
 - A lawyer usually must be hired to handle the paperwork and process
 - The employer has to pay the fees
 - One positive point for the candidate is that the employer does not have to prove that there is no American available for this position
 - 2) Fear that the international student will sooner or later want to return to the home country. Training costs employers. (In big companies, the hiring and training of one employees costs upwards of \$8,000)
 - 3) Lack of top language skills. Many employers expect employees to have excellent communication skills. Even though international students can speak and write English, it is often not at the standard that employers desire.
 - 4) Some employers feel that by issuing H1-B visas, they are depriving Americans of positions. Therefore the international student must be able to explain that the government allows around 65,000 H1-B visa each year and that if a visa is not issued to you, it will go to another student for another company.
- If you have the opportunity to use Curricular Practical Training (CPT), take advantage of it as students are more competitive if they have had one or two internships. The more experience you have, the more interested employers will be. In 2000 one report showed that 53% of international students who were in an internship were offered full-time employment from their company.
- Sell yourself! Let employers know your skills and what challenges you have overcome by studying abroad. Talk about determination, resourcefulness, hard work, dedication, ability to adjust and be flexible etc.
- Broaden the area in which you can seek a position. In other words, consider a job that is related to your major but not your dream career position. For example, if you are have an Information Technology degree and want to do web development, consider other positions in IT.
- Develop an excellent American resume. In general, American resumes contain information that talk about your ability, skills and experience to do a certain job. Employers cannot ask questions that go beyond your ability to do a job. For examples, you should not put personal information on the resume like your age, race or your parents' occupations. These have no pertinence to your ability to carry out a position.

Remember, to have your resume critiqued by the Career Services Center. Please send it to Career.services@marquette.edu

Resume Tips from Jobweb. (www.jobweb.com)

U.S. Employment: Challenges for International Students
By [Caprice Lantz](#)

Resumes for Students Who Want to Work in the United States and Abroad

Generally speaking, there are major differences between resumes for employers in the United States and resume formats for employers in other countries. These differences do not apply to all countries and do not attempt to account for individual differences or for changes over time.

U.S. Resumes

- Concise, attractive marketing tool—summarizes jobs, skills, accomplishments, and academic background relevant to employment objective.
- One to two pages maximum.
- Does not include age, marital status, race, or religion.
- May or may not include completion of military service depending upon whether it is relevant or makes the person a stronger candidate.

International Resume

- Sometimes two or more pages
- Sometimes includes age, marital status, race, and/or religion
- Sometimes includes completion of military service.

Resume Tips for International Students

- Introduce employers to foreign companies and schools by providing a frame of reference. For example:
 - A \$10 million marketing firm.
 - One of the top five universities in China.
 - Second largest technology manufacturer in Europe.
 - MIT of Turkey.
 - Nigerian version of McDonalds.
- Emphasize strong English skills on the resume. For example: "Translated written and spoken English on a daily basis for two years."
- Ensure that writing skills are up to American standards by taking courses that include writing.
- Make sure the resume is free from grammatical and spelling errors as well as awkward use of language.
- Have resume reviewed by a career counselor. Ask for explanations about necessary changes in order to ensure that the same mistakes will not happen again.
- Maintain up-to-date copies of the resume in the format and language of native countries to serve as back-up for employment in home countries or to pass on to contacts.
- Create a resume by following The Quick Resume Checklist.
- Meet with a counselor for a resume critique in order to achieve the best possible display of skills and background.