The Marquette University Career Services Center staff is available to provide comprehensive career education, and professional preparation services and resources for undergraduate students, graduate students, and alumni.

**Career Counseling**

Whether you know your exact career path or are completely unsure of what you will do after graduation, the Career Services Center can assist you. Meeting with a Career Counselor can help you make educated decisions about your major choice and identify career possibilities through the process of getting to know yourself and the world of work. Career Counselors can also assist with resume and cover letter development, strategies for obtaining an internship or job, practice interviewing, salary negotiation, graduate school decision making and preparation, post-graduate services consideration, and other career concerns.

Appointments can be scheduled via phone or online through Handshake, our online career platform, by logging in to [https://marquette.joinhandshake.com/](https://marquette.joinhandshake.com/).

**Employer Relations**

The Career Services Center is committed to building an inclusive campus community that facilitates effective employer connections with students in all majors from their first year through graduate school. The Employer Relations team facilitates employer engagement with Handshake, on-campus interviewing, career fairs, and all of the other ways employers connect with students to enhance career development opportunities.

**Drop-In Hours**

This helpful 10-15 minute meeting with a Career Intern is available on a first-come, first-served basis. Possible topics to discuss with a Career Intern include:

- Overview of the Career Services Center
- Brief resume or cover letter critique
- Brief practice interview
- Questions about Handshake

Check [https://www.marquette.edu/career-services/](https://www.marquette.edu/career-services/) for hours.

**Career Presentations and Workshops**

Career counselors, advisors, and interns are available to deliver presentations to groups and classes on a variety of career-related topics. From a five minute “pop-in” to a 90-minute workshop, we deliver specialized content to fit your needs. Complete an online presentation request form at least two weeks in advance. Common topics include Career Services Overview, Internship/Job Search Strategies, Resume/Cover Letter Writing, Career Fair Preparation, Interviewing Preparation, Major/Career Exploration, Handshake Overview, and LinkedIn Overview.

**LinkedIn Photo Booth**

The LinkedIn Photo Booth is a free service for Marquette University students, alumni, faculty, and staff. Have a high quality photo taken right in the Career Services Center. Photos are taken by Career Services staff during drop-in hours.

**Business Cards**

Marquette students and alumni can purchase 30 Marquette branded business cards for $3.00 from the Career Services Center. Stop in to complete the order form and make your purchase; orders take approximately one week to be filled.

**Career Fairs and Programs**

Each year the Career Services Center offers a wide variety of career-related programs, as well as career & internship fairs. View upcoming programs and fairs on Handshake at [https://marquette.joinhandshake.com/](https://marquette.joinhandshake.com/).

**Handshake**

Whether it’s making a career counseling appointment to talk about your future career plans or beginning your internship/job search, Handshake is the place to start.

With Handshake you can:

- Schedule career counseling appointments
- View job and internship opportunities
- Receive updates from the Career Services Center
- Sign up for on-campus interviews
- Register for career fairs and career programs on campus
- Follow and connect with your favorite employers

**Career Course Offering: Career Exploration (MARQ 1040)**

This course is directed at first and second year students who are deciding on a major and exploring career opportunities. This course is designed to help students:

- Assess their interests, skills, values, and personality characteristics
- Investigate career and major possibilities
- Learn how to leverage a wide variety of resources in their career search