Schedule a meeting with an internship advisor via CareerBuzz
Follow @GTInternship on Twitter for quick job and news updates from the Internship Program

Online Internship Orientation is now available at gtip.gatech.edu/online_orientation.html

Join our LinkedIn group: Georgia Tech Division of Professional Practice

Learn about internship opportunities not posted on CareerBuzz, find great job search advice, and connect with professionals in your field!

This week the Center for Career Discovery and Development held their Welcome Back to Campus event for students returning from their Fall work term. Students shared experiences and learned how to apply their internship and co-op experiences to their career development.

Michael’s Corner
Career Advice and Tips by Michael Laughter

Career Fair Tip
How to Navigate a Career Fair

You’ll find that you’re one of a number, possibly a large number, when you attend a campus-wide career fair. Organization and note-taking will be your allies because of the amount of physical territory you may
need to cover in a morning or a day. Plus, you will find out about companies you aren’t familiar with, and jobs you had no idea existed. Don’t plan on going to the fair to acquire a job; go planning on finding out about many jobs, and how to approach them.

You should research it all before you go. Read through the list of participating companies on the Career Services website. Find out the players in your field of study, and also find out about those companies you don’t know. There will be plenty, and every one of them is worth knowing about because of innovation, new trends, on-going projects; you may have something in your resume or studies that will make you especially attractive to any number of them. Go to the company websites, read about available positions, and then research the positions through Google or glassdoor.com, or other sources.

Such preparation will keep you from asking a dumb question like, “What does your company do?”

To avoid disappointment, don’t go to a career fair planning on getting a job. Go to a career fair to attain knowledge in your quest for a job. Companies are engaged in looking over the applicant pool, and may not even be interviewing on this day. If you happen to land an interview at the fair, then consider it a bonus.

Dress the part. It won’t just be your skill sets that reps are looking at; they also are looking to see how you might fit within their organization. Make their job easier by showing how you look when dressed professionally.

Take ample copies of your resume, and also a legal pad and pen to take notes.

Ask for the card of everyone you speak with. And if a representative is too busy to speak to you individually, ask for his or her card as well.

The refrain you hear from company reps will be ‘visit us online,’ so plan on doing that later. All those cards you collect and notes you took will come in handy, so you can research the companies and their available positions.

**Career Prep Workshop Series**

**Presented by Michael Laughter**

**International Resumes+CVs**

- Thursday, 23 January
- 11:00 am – 12:00 pm
- Student Success Center, Press Box A+B

**Cover Letters**

- Thursday, 30 January
- 11:00 am – 12:00 pm
- Student Success Center, President’s Suite A+B

**Networking**

- Thursday, 6 February
- 11:00 am – 12:00 pm
- Student Success Center, President’s Suite A+B

**Interview Tips**
• Thursday, 13 February  
  11:00 am – 12:00 pm  
  Student Success Center, Press Box A+B

Resumes
• Thursday, 20 February  
  11:00 am – 12:00 pm  
  Student Success Center, Press Box A+B

Cover Letters
• Thursday, 27 February  
  11:00 am – 12:00 pm  
  Student Success Center, Press Box A+B

Networking
• Thursday, 6 March  
  11:00 am – 12:00 pm  
  Student Success Center, President’s Suite A+B

Interview Tips
• Thursday, 13 March  
  11:00 am – 12:00 pm  
  Student Success Center, President’s Suite A+B

Last Minute Career Search Tips
• Thursday, 27 March  
  11:00 am – 12:00 pm  
  Student Success Center, President’s Suite A+B

Evaluating Job Offers
• Thursday, 3 April  
  11:00 am – 12:00 pm  
  Student Success Center, Clary Theater

Success on the Job
• Thursday, 10 April  
  11:00 am – 12:00 pm  
  Student Success Center, Clary Theater

Last Minute Career Search Tips
• Thursday, 17 April  
  11:00 am – 12:00 pm  
  Student Success Center, Clary Theater

General Session
• Thursday, 24 April  
  11:00 am – 12:00 pm  
  Student Success Center, Clary Theater
Information Sessions

Deloitte Consulting

- Friday, 7 February
  - 3:00 pm – 5:00 pm
  - Student Success Center, President's Suite C & D

Career Fairs

Building Construction Career Fair

- Monday, 27 January
- 9:00 am – 3:00 pm
- Student Center Ballroom
- For additional details: http://www.bc.gatech.edu/news/events/construction_industry_career_fair

Georgia Tech 2014 Internship & Co-op Fair

- Tuesday, 28 January & Wednesday, 29 January
- 10:00 am – 4:00 pm
- Student Center Ballroom
- No registration required for student participants

College of Computing Spring Career Fair

- Tuesday, 28 January & Wednesday, 29 January
- Klaus Advanced Computing Building Atrium
- For additional details: http://www.cc.gatech.edu/about/jobs/career-fair-2013

Industrial Engineering Career Fair

- Thursday, 30 January
- 9:00 am – 4:30 pm
- Student Center Ballroom
- For additional details: http://www.gtiie.org/students/careerfair.php#!career-fair-students/ciwy

Georgia Tech Virtual Career Fair

- Wednesday, 12 February & Thursday, 13 February
- http://gatech.careereco.net/

School of City and Regional Planning Career Fair

- Friday, 14 March
- 1:00 pm – 4:00 pm
- West Architecture Atrium
Job Opportunities

Internship – Halle Foundation Summer Program – German American Chamber of Commerce
- Work with a subsidiary of a German company located in the Southeast
- Send resume, cover letter and two letters of recommendation to: careerservice@gaccsouth.com
- Applications due: 31 January 2014
- For additional information: http://goo.gl/CUgu3g

Internship – Assistant to the Executive Director – Southeastern Museums Conference
- Half-time, unpaid internship
- Website and social media skills required
- Assist with administrative logistics and online marketing for the SEMC 2014 Annual Meeting
- Opening from Now to October 2014
- Contact: Susan Perry at sperry@semcdirect.net for more information about the position

Internship – Coca-Cola Policy & Standards Department
- Full-time, paid Spring Term internship
- Major:
  - Chemistry
  - Microbiology
  - Material Science
  - Related Engineering Field
- Strong Language Proficiency (one or more language required):
  - Portuguese
  - French
  - Chinese
  - Japanese
  - Arabic
- Implementing automated translation software for publishing quality management library documents

Internship – Oak Ridge National Laboratory
- Paid internship with the US Department of Energy Oak Ridge National Laboratory
  - Higher Education Research Experiences
  - Nuclear Engineering Science Laboratory Synthesis Program
- Apply Online
  - Applications accepted only through the ORNL Talent and Opportunity System (TOppS)

Internship – Office of Fellowships and Internships – Smithsonian Institution
- Unpaid, flexibly-scheduled, Spring- and Summer-term internships with the Smithsonian Institution
  - **Apply Online**
    - Application Due: Saturday, 15 March 2014 for the Summer Term

**Harvard Medical School – Department of Genetics – George Church Lab 2014 Summer Internship**

- Full-time, paid, undergraduate research internship
- Ten-week summer work term, beginning mid-June, 2014
- Free housing in Boston, MA and a $4,000 stipend
- Underrepresented minority students enrolled in a four-year-degree-granting institution
- **Application Due: Friday, 7 March 2014**
- Find more information [Online](#)

**Disney Parks & Resorts Internships**

- [Disney College Program](#)
- [Disney Professional Internships](#)
- [Disney International Programs](#)
- [Disney Culinary Program](#)

**Bridgewater Associates Technology Associate**

- **Full-time** and internship openings
- Westport, CT
- Housing provided for interns

**Novozymes Summer Internships**

- Full-time summer internships
- Twelve-week work terms, beginning Monday, 12 May
- Open to students at the junior level and above
- **Research and Development/Technical Service Internship**
- **Chemical Engineering Internship**

**US House of Representatives Internships with Members and Committees**

- Visit the House website and subscribe to the [weekly House Employment Bulletin](#) to learn more about job opportunities with the House of Representatives

**Upcoming Events**

**Texas Instruments Innovation Challenge**

- Design must use either 3 TI analog Integrated Circuits, or 2 TI analog Integrated Circuits and a TI processor
- **Deadline: Saturday, 24 May**
- [Register Online](#)