GMS OPDPA Career Development Monthly Seminar Series

November Seminar: Job Searching Tips Deep Dive

In this seminar, Lauren Celano, CEO of Propel Careers, will demonstrate how to prepare and conduct an effective job search. The presentation will provide tips on how to identify and research organizations through on-line searching, LinkedIn, conferences, press releases, new sources, networking and other sources. Examples will be provided on how to reach out to companies via email to learn about or apply to roles. Additional advice will be provided regarding how to create a job search checklist and the value of formally tracking your progress over time to maintain focus and accelerate the search. The presentation will discuss the “hidden job market” to identify roles that may not be posted, but ones that organizations could be hiring for. This presentation will also cover how companies and recruitment firms use resume databases and LinkedIn to connect with talent. Lastly, the seminar will cover the importance of tailoring a resume and cover letter for each job; the value of a referral when applying for a job; and job search timeframes including when to start looking and how long you have to make a decision on an offer once you receive one.

Date and Time: Monday, November 17, 2014 4:00 – 5:20 P.M.
Location: BU School of Medicine, Instructional Bldg., 72 East Concord Street
Room: L-110
Registration: Email Yolanta@bu.edu open to graduate students and postdocs