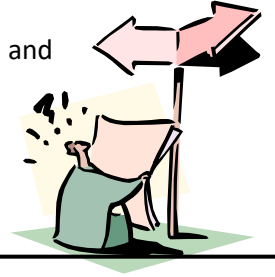


Student:

Counsellor:

Congratulations on taking a career step today! To continue your progress, we recommend that you keep this sheet in a career file for yourself along with:

- articles, advertisements, media clippings and conversation notes about fields that interest you and could help you determine direction and make applications
- your résumé, cover letters, transcripts, letters of recommendation, best assignments, certificates, and lots more about your achievements



Background and Discussion

Key Tipsheets

Majors Maps – online at <http://careers.queensu.ca/majormaps>
Further Education & Grad School
[Applying to Teaching](#)
[Applying to Law](#)
[Applying to Medical School](#)
[Personal Statements](#)

Job Search
[Information Interviews](#)
[Graduating Job Search](#)
[Resumes](#)
[Cover Letters](#)

Job Search Tools
[Career Fair Success Tips](#)
[Dress Code Guidelines](#)
[LinkedIn \[1\] Profiles](#)
[LinkedIn \[2\] Strategy](#)

For more tipsheets, please visit our website at: <http://careers.queensu.ca/students/tipsheets-career-resources/tipsheets>

Helpful Resources

Stop by Career Services for our **Drop-In Career Advising**, Mon.-Thurs. at 1:30-3:30, to speak with one of our counselors!

CAREER EXPLORATION

- Career Cruising (login: career, pw: golden); Princeton Review career profiles: <https://www.princetonreview.com/career-search>
- LinkedIn.com/alumni | Students.LinkedIn.com
- Queen's Connects Career Network for Students and Alumni: www.Linkedin.com/groups/8154377
- Skills Inventory <http://careers.queensu.ca/students/want-build-experience/capture-your-experience> | <https://www.livecareer.com/quintessential/accomplishments-worksheet> | <https://www.linkedin.com/directory/topics>
- *The 2-Hour Job Search* by Steve Dalton (Career Services Resource Area - CSRA)
- Orville Pierson's books (*Unwritten Rules of Highly Effective Job Search*; *Highly Effective Networking* (CSRA))
- *Designing Your Life* by Bill Burnett and Dave Evans (CSRA)
- *For Self-assessment websites – see Finding Career Fit worksheet*
- Berkeley Decision Making (<https://career.berkeley.edu/Plan/Makedecisions.stm>)

COMPANY RESEARCH AND LABOUR MARKET INFORMATION (LMI)

- <http://library.queensu.ca/research/guide/business> (Factiva, Newswire, CBCA)
- Contact Canada Directories: <http://www.contactcanada.com/database/freesearch.php>
- Associations Canada: See directory at Career Services. Use a Google Search string experimenting with terms such as Associations Canada [topic or profession or role] (e.g. Associations Canada biology)
- LMI: <https://www.jobbank.gc.ca> | <https://www.ontario.ca/page/labour-market> | <http://onetonline.org> | <https://www.canadavisa.com/canada-salary-wizard.html> | <http://occupations.esdc.gc.ca/sppc-cops/> | <https://www.linkedin.com/salary/> | <http://glassdoor.ca> | <https://worxica.com/>

JOB SEARCH

- Job Boards: www.eluta.ca | www.indeed.ca | www.wowjobs.ca | www.jobbank.gc.ca | <https://www.simplyhired.ca/> | www.themuse.com | www.monster.ca | www.careerowl.ca | www.workopolis.com | www.jobpostings.ca
- Diversity Employers: www.thepinkpagesdirectory.com, www.magnet.today, <https://canadianimmigrant.ca/category/careers-and-education/>
- Culture: <http://www.workinculture.ca/The-Job-Board>
- Teaching: <https://www.cais.ca/>, <http://jobsineducation.com/>
- Social Service/Making a Difference: www.settlementatwork.org/jobs, www.idealists.org
- Charity/Non-Profit: www.charityvillage.com, <https://workinnonprofits.ca/>
- Community Services: www.211ontario.ca, www.211toronto.ca,
- Environment: www.goodworkcanada.ca, <https://www.oen.ca/Jobs/volunteering>
- Engineering: <http://www.engineeringbluebook.com/>, www.ceo.on.ca, <https://www.engineerjobs.com/>
- Global Development: www.ocic.on.ca/opportunities/, <https://myworldabroad.com/>, <http://www.devnetjobs.org/>, <http://uniterra.ca/>, <https://www.yci.org/>
- Government: www.gojobs.gov.on.ca (Provincial) | GC Jobs (Federal)
- Health: www.healthcareers.com | Hospitality & Customer Service: <https://www.86network.com/>
- Media/Marketing/Advertising/Comm: <https://www.mediabistro.com/>
- Kingston Jobs: <http://business.kingstoncanada.com/en> | KEYS.ca | Queen's Job Board | SLC Job Board
- Working Internationally : Big Guide to Living and Working Overseas. <http://www.ccic.ca/>, <http://www.ocic.on.ca/organizational-members>
- Working Remotely: flexjobs.com/jobs, remote.co/remote-jobs/, weworkremotely.com/#job-listings/

FURTHER EDUCATION (Databases for college, graduate and professional programs)

- Canada: universitystudy.ca | ontariocolleges.ca | canlearn.ca | petersons.com
- US: www.univsearch.com | www.2.ed.gov | <https://nces.ed.gov/collegenavigator> | gradschools.com || Global: whed.net