Every year the National Association of Colleges and Employers conducts a survey of employers nationwide to ascertain the skills that they value most in candidates for employment. Recently the following ten were at the top (NACE Competencies):

1. Career & Self-Development
2. Communication
3. Critical Thinking
4. Equity & Inclusion
5. Leadership
6. Professionalism
7. Teamwork
8. Technology
9. Networking
10. Entrepreneurship

A knowledgeable and dedicated staff is available to assist students with the job search and career planning process.

Professional Staff Members
Our staff has expertise in these degree, full-time employees have expertise in career development. Each is assigned a college with which they have built a specialized knowledge base pertaining to careers in those majors. They are available to advise students within their colleges.

and many more...
We are excited that you and your child are considering UTEP and are interested in what the Career Center has to offer. Some students believe that the time to contact the University Career Center is at the beginning of their senior year or after graduation. The time to begin preparing for a future career is NOW! We cannot emphasize enough the importance of starting early with the career planning process and internship search.

This Is What We Know:

YOU are our greatest ally. You can encourage your student to take that first step and visit the Career Center.

• Students who are involved in activities outside of the classroom and take advantage of on-campus services available to them are more likely to succeed academically and graduate from college.
• Students who use their Career Center are more likely to secure a job when they graduate and to be satisfied with that job.

Parents and family members can be a very positive influence on students and what they choose to do while in college. Tell them that visiting the Career Center is good for them, just like eating their vegetables. Help your student become that future professional.

OVERVIEW OF SERVICES

Part-time Jobs

Something we know is that students have much to gain from working part-time while going to school, besides an hourly wage. They learn or refine skills like time management, goal setting, teamwork, interpersonal communication, professional demeanor and other essential marketable skills. So, where can students find a job? The Career Center has an online employment database called Job Mine where your student can start viewing, considering, and applying to positions and applying to positions on and off-campus.

Job Mine

A great place to search for various employment opportunities (e.g., on-and off-campus jobs, internships, and professional employment) and career events (like job fairs) is in Job Mine. Job Mine is an online database dedicated to UTEP students, and it can be viewed at utep.edu/careers or at my.utep.edu.

On-campus Opportunities

The University employs over 2,000 students at any point in time, in jobs of all types. Students serve as office assistants, residence life advisors, research assistants, library aides, or peers advisors, just to name a few. The opportunities are many, and often create valuable connections outside of the classroom. Encourage your student to activate their Job Mine account so they can start applying to positions.

Jobs In The Community

El Paso employers, both large and small, are eager to hire UTEP students to work in their organization/ companies. Encourage your student to activate their Job Mine account so they can start applying to these positions.

Career Fairs

Large gatherings of employers are coordinated by the Career Center throughout the year. Some employers reside in the El Paso area, while others travel from other parts of the country to visit with our students “up close and personal” to discuss employment opportunities. This is a great place to find a job, and a wonderful opportunity to gather valuable information from employers about the jobs they have available, the qualities they seek in candidates, and the things students should be doing on campus to prepare themselves for the world of work. Career Fairs are also ideal for students who have not yet decided on an academic major; students can conduct informational interviews with the many employers attending the fair.

Career Closet

Students have access to professional business attire through UTEP’s Career Closet. Dressing professional for interviews, career fairs, or professional networking events elevates what students can offer a potential employer.

Professional Development Sessions

We offer a number of professional development workshops in topics including résumé writing, interviewing, navigating a career fair, negotiating a job offer, and applying for graduate school, just to name a few. A number of these sessions are employer-led. The University also has a number of online career resource tools to further enhance the career development of your student.

INTERNSHIP PROGRAM

Through internships students have the opportunity for pre-professional experience, which comes in many forms. Internship (paid or unpaid), practicum, service learning, volunteerism, fellowships, or cooperative education. The objective is to develop hands-on, professionally-related skills that can complement classroom learning.

Benefits of participation include the following:

• Experience makes the student more marketable when searching for professional employment, giving them a better chance of employment by graduation day.
• Students gain real-life experience in their field of study, enabling them to “test-drive” a future career.
• The experience often leads to a professional job offer upon graduation.
• Many students with an internship are offered a higher starting salary.
• Participants are enrolled in a non-credit internship/ro-op class, which is free of charge, yet allows students to maintain their student status with the University while they are on an internship, even if taking no other classes.
• Enrollment can play an important role when returning to campus, maintaining one’s financial aid and scholarship eligibility in many cases.
• Enrollment also can help with private health insurance, since participants are still considered to be full-time students.

Every student should acquire some form of experiential learning before graduating!