**Effective Job Search Strategies for Graduate Students**

This document should be used as a checklist.

- Develop your short-term & long-term goals
- Identify employers by reading the Vault Guides, (see link below) and used Linked In to cultivate contacts with your target employers
- Use a variety of methods to apply for jobs including: Rutgers Career Knight, industry-specific job boards, and individual company websites
- Find a mentor: this can be a professor, recent Rutgers Alumni, or MFinA Program Mentor
- Create a professional online presence: Create a Linked In account, use a professional photo & be consistent across all social media platforms
- Attend career fairs, information sessions, and networking events, in both the Fall and the Spring
- Block time each week for applying to jobs
  - Use the same day of the week and approximate time of the day. Put a reminder in your phone & calendar. For Example: Each Friday at noon, do one thing related to your search. Either apply, or email a contact, or do both. Break your search into manageable pieces each week and continue applying for at least 8-10 weeks.
- Follow employer application instructions carefully as they vary by organization
- Practice interviewing with your mentor, or set a time to meet with Ying Ni to practice; evaluate & accept an offer

**Additional resources:**

**Vault Guides:**
Find industry specific information and lists of top employers [here](#).

**Going Global:** Find global career information including work authorization and H-1 sponsorship, and country guides [here](#).