



My First Job

Michael J. Malecki, Ph.D.

Product Director, Decision Resources

July 27, 2010

Undergraduate to Graduate School

Academia: Not So Much

Decision Resources

Successful Applicants

Lessons Learned

- Undergrad to Grad School: How I Chose That Path
 - Do everything you can now to try the work for your next step; this experience will help you make informed decisions and help convince future employers that you are not a total unknown.
- Moving Away from Academia: How I Changed My Mind
 - If you are interested in business, take business classes and/or join (and be active in) clubs to solidify your interest.
 - Work-life balance keeps you happy in both; be sure to consider what is important to you and then find the job and career that match those features.
- Decision Resources: How I Got My First Job
 - When meeting people, you never know what role they will play in your future career, so always be polite and helpful to others.
 - Keep options open and take the help that mentors offer to you.
 - Keep in touch with your network/contacts and follow-up to build your network.
 - Timing is the better part of luck.
- Successful Applications: What We Look For
 - Demonstrated Business Experience: How do you know you are interested in a career with us?
 - Attention to Detail: Your resume and cover letter should have no mistakes.
 - Persistence: We may not have a position open today, but that doesn't mean you wouldn't be a great fit.
 - Demonstrated Achievement: Top performers in their current positions are more likely to be top performers in future positions.
- You cannot control luck and cannot fully control timing, so if you do not find something right away, try and stay positive...you will find that great job and career eventually!

Thank You