

F.I.Y.

# EMERGENCY PHONE NUMBERS

Campus Police.....	335.3266
ECSU Infirmary.....	335.3267
Elizabeth City Police Department.....	335.4321
Sheriff's Office.....	338.2191
Student Counseling.....	335.3276
Albemarle Hope Line.....	338.3011

# SPECIAL

*The Office  
of  
Career Services*

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Staff writer

The staff of Career Services advises graduating seniors (as well as underclassmen) to follow these tips when beginning to plan their career.

1. **Apply Early**- The early bird always catches the worm. Usually, seniors who wait until after graduation to start searching for employment are unsuccessful. This is because by May, most companies have already completed their recruiting process for that year. A wise student should allow him or herself plenty of time, and start searching for employment their junior year.
2. **Do Your Homework**- Prior to a job interview, it is important to learn as much as you can about the company you wish to be employed for. This way if the person conducting the interview asks a question like, "Why do you want to work here?" you will not be caught off guard.
3. **Scope out the Place**- When seeking employment, it is always a good idea to visit the company of which you wish to work for. By doing this you can get a good idea of what you are getting into; such as, the day to day operations of the company.
4. **Create a Resume**- A resume is the employer's first impression of you. The employer will read your resume before they sit down to interview you, that is why it must be well written and have zero errors.
5. **Practice By Yourself**- It may sound silly, but the more you practice, the better you will get at answering the interviewers questions. Soon you will begin to get more comfortable with the entire process. Remember, practice makes perfect.
6. **Dress Professionally**- What you wear can have a tremendous impact on the first impression you make. It is important to dress appropriately, usually in corporate conservative attire. Also, try to stay away from over dressing, extremely long nails, outrageous hairstyles, short skirts and excessive jewelry.
7. **Be Confident**- Having confidence when you first walk into the room will set the stage for the remainder of the interview. Being confident lets the employer know that you are sure of yourself, and that can be extremely useful in the work place.



# BULLETIN