

CAL POLY CAREER SERVICES EMPLOYER PARTNERSHIPS

EMPLOYER SERVICES

RECRUITING

- » Job and internship posting to Cal Poly MustangJOBS database
- » Networking sessions where employers can connect directly with students
- » On campus interviews in 14 professional interview rooms
- » Assistance with Cal Poly on-boarding, recruiting cycles and best practices

CAREER FAIRS

Nine signature Career Fairs per year:

- » Fall, Winter, Spring (all majors)
- » Computing Career Fair
- » Construction Management Career Fairs
- » Architecture & Environmental Design Career Fair
- » Local Career Fair
- » Packaging Career Fair
- » Teacher Career Fair

EMPLOYER BRANDING & VISIBILITY

- » Tabling for the day in University Union
- » Tech Talks, Emerging Markets events, and Industry Panels
- » Connections to student clubs
- » Promotion via social media
- » Industry Insider program where employers can offer career-readiness workshops to educate students on networking, resume, and job search strategies

RECRUITING TEAM

Coordinates job postings, on campus interviews, networking sessions, recruiting questions, and employer on-boarding



Melinda McCann mmmccann@calpoly.edu

Lauren Platte |platte@calpoly.edu

Taylor Law talaw@calpoly.edu

Erika Staffero estaffer@calpoly.edu

EVENTS TEAM

Manages all aspects of nine signature career fairs as well as major events and specialized programming



Soukita Thipsouvanh thipsouv@calpoly.edu

Katie McGuire kmmcguir@calpoly.edu

EMPLOYER RELATIONS TEAM

Builds partnerships by connecting employers with our services, student clubs, and academic departments



Dale Stoker (CLA & COSAM) dstoker@calpoly.edu

Danielle Epstein (CLA & COSAM) depstein@calpoly.edu

CAREER PARTNERS PROGRAM

Strengthen your company branding, visibility and relationships with the Career Partners Programs. Platinum, Gold, Silver, and Non-Profit levels available.

Contact us to become a sponsor: 805-756-2588 cspartners@calpoly.edu careerservices.calpoly.edu/sponsorship

CONTACT US



CAREER SERVICES: (805) 756-2501



careerservices.calpoly.edu Building 124, Cal Poly, San Luis Obispo careerservices@calpoly.edu

Getting Started on Handshake

Presented by Dale Stoker and Danielle Epstein, Cal Poly Career Services

Our goal at Career Services is to help students from California Polytechnic State University apply their education and experiences toward a lifetime of meaningful career success. To support our mission, this year Career Services has transitioned to improved recruiting technology, MustangJOBS powered by Handshake, a modern platform for college job recruiting. Handshake has replaced our previous system and offers employers the unique opportunity to brand their organizations as well as offering many new features to enhance their recruitment of Cal Poly talent.

The Basics

Similar to Facebook or LinkedIn, MustangJOBS powered by Handshake, enables each employer to host their own unique organizational account, called the Employer Profile. All staff members who would like to join their Employer will need to register for an individual Handshake account. Once a staff member has connected to an Employer account, they can post jobs and utilize other services on behalf of the organization. Note that if a staff member is attempting to register and the organization has not previously created an Employer Profile, he or she will be prompted to do so.

Creating an Account on Handshake

Company representatives can use the following guide to create a staff account and connect it to their Employer Profile.

- 1. Start at this link: https://calpoly.joinhandshake.com/employer-registrations/new
- 2. Use the following as a step-by-step guide: https://support.joinhandshake.com/hc/en-us/articles/219133047-How-do-Icreate-a-user-account-

or, for a video step-by-step format, please use the following link: https://www.youtube.com/watch?v=6C76cMeHIBA

Branding the Employer Profile

To best showcase the company to students, we recommend taking a few minutes to update and personalize the branding elements on the Employer Profile listing.

For details on how to edit an Employer Profile, please see: https://support.joinhandshake.com/hc/en-us/articles/219133087-How-do-l-edit-my-company-s-profile-

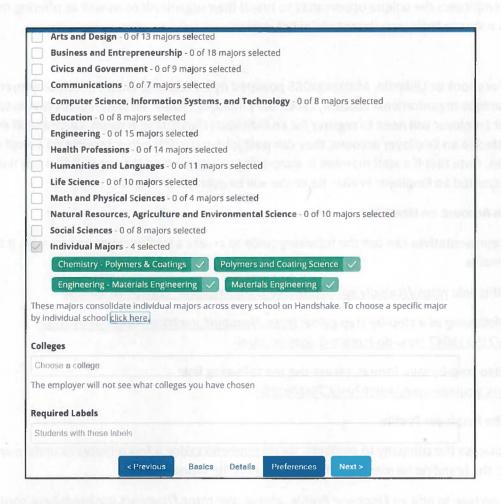
Note that the profile provides space for two branded images sizes, as follows:

- **Employer logo** please keep in mind that a 1:1 (width to height) ratio is best for the logo with a minimum size of 150x150 and maximum size of 400x400 pixels.
- Employer branding image please keep in mind that a ratio between 4:1 and 5:1 (width to height) is best for the branding image with a size minimum of 1200x300 and a size maximum of 2000x500.

Posting a Job

Once the account has been approved, staff members will be able to post positions to the database. Use the following as a step-by-step guide: https://support.joinhandshake.com/hc/en-us/articles/218693198-How-do-l-posta-job-

To target students in Cal Poly's Polymers and Coating program, or Materials Engineering, under Preferences, please use the option "choose a specific major by individual school", as shown here:



Questions and Help

Handshake System Documentation: https://support.joinhandshake.com/hc/en-us/categories/202707307-

Handshake Support Email: support@joinhandshake.com

Cal Poly MustangJOBS Hotline: 805-756-5976

Cal Poly Career Services: Main Phone: 805-756-2501 ● Email: careerservices@calpoly.edu Career Services website resources: http://www.careerservices.calpoly.edu/recruithere