

Transfer Career Plan

Your Step-by-Step Guide

CONNECT. INSPIRE. EMPOWER

Agenda

- **Get Involved**
- **Build your resume and interviewing**
- **Gain experience and network**
- **Research graduate and professional schools**



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COMMUNICATION



PROFESSIONALISM



CRITICAL THINKING



TEAM WORK



NACE®

CAREER READINESS COMPETENCIES

Obtaining requisite competencies that broadly prepare college graduates for a successful transition into the workplace.



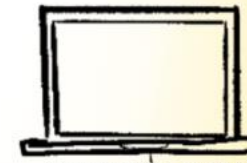
EQUITY & INCLUSION



LEADERSHIP



CAREER AND SELF-DEVELOPMENT



TECHNOLOGY

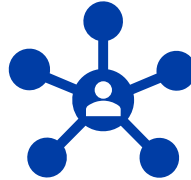


What You'll Learn Today

At the end of this workshop, you will be able to...



Describe different opportunities to gain experience



Identify ways to get involved on campus



List what to consider when thinking about graduate or professional school



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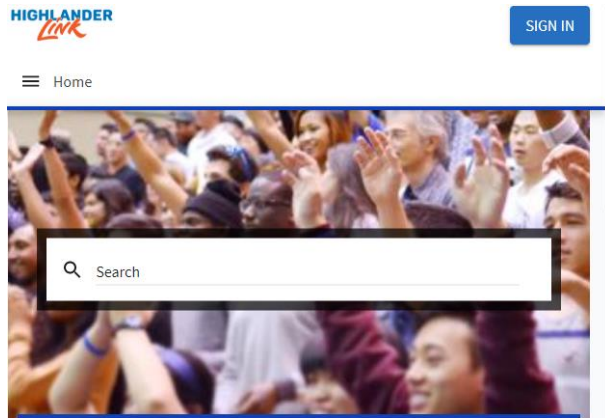


Get Involved

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Get Involved



Highlander Link

Over 500 organizations – academic, professional, and personal interests



Transfer Student Services

Lounge, ARC's Transfer Success Program, ASUCR's Transfer & Non-Traditional Student Committee



Career Center

Attend events, meet your Career Specialist, or join one of our Career Development Programs





Build Your Resume Writing & Interviewing Skills

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Build your resume writing and interviewing skills

Get started

- Attend the *Resume Writing* and *Ace the Interview* workshops or view the posted slides on the Career Center website
- Review resume samples at careers.ucr.edu

Take it to the next level

- Get your resume reviewed by your Career Specialist or a Peer Advisor
- Continue adding to your resume as you gain experience
- Practice your interviewing using our Mock Interview sessions with Peer Advisors

Put your resume to use

- Upload your resume to Handshake and start applying

HOME

EMPLOYERS

STUDENTS

EVENTS

OUTCOMES

CAMPUS PARTNERS

ABOUT US

Resume Resources

Resume Samples for
Undergraduate StudentsResume Samples for
Graduate Students

Sample Resumes

[Accounting](#)[Arts](#)[Biology](#)[Business](#)[Chemistry](#)[Chemical Engineering](#)[Computer Science](#)[Education](#)[Engineering First Year Student](#)[Geology](#)[Humanities](#)[Marketing](#)[Mechanical Engineering](#)[Physics](#)[Political Science](#)[Psychology Resume](#)[Public Policy](#)[Sociology](#)[Statistics](#)Resume Samples on [Career Center Website](#)

Main Sections on a Resume

Mo Lecule

1 Riverside, CA 92521 • 555-555-5555 • First.Lastname@ucr.edu

2 OBJECTIVE

To obtain a position as a Laboratory Research Assistant at XYZ company.

3 EDUCATION

Bachelor of Science, Biology, University of California, Riverside (UCR)

June 20XX

6 Relevant coursework: Molecular & Cellular Biology Lab, Pathology, Neurobiology, Neuropharmacology

5 LABORATORY SKILLS

SDS-PAGE

Electrophoresis

Amino acid analysis

PCR/Cloning

Spectrophotometry

DNA/Extraction/Quantification

ELISA

Computer Data Analysis

GC-MS

4 RESEARCH EXPERIENCE

Research Assistant, Department of Molecular Biology, UCR

January 20XX – January 20XX

Investigated the effects on body weight and bone growth of replacement injections of thyroid hormone and drugs that inhibit thyroid hormone production

- Collaborated with a team of four students to prepare bone growth media for eight sets of experiments
- Performed weekly IM injections of varied concentrations in chickens to observe and record the effect on hormone production
- Ran 80 blood samples through gas chromatograph to check T1 levels and monitored changes in the rate of thyroid hormone synthesis
- Analyzed chromatography results and communicated them with graduate supervisor on a weekly basis

4 HEALTHCARE EXPERIENCE

Cope Health Scholars, Pomona Valley Hospital Medical Center, Pomona, CA

May 20XX – December 20XX

- Worked closely with staff performing tasks such as escorting patients, preparing charts, stocking rooms with supplies, running errands, answering phones, and light clerical tasks
- Provided quality patient care by taking vital signs, weighing patients, answering call lights and providing psychosocial support for patients
- Assisted with accurate billing and patient records by inputting patient information into electronic medical records software

4 LEADERSHIP EXPERIENCE

Peer Mentor, Health Professions Advising Center, UCR

February 20XX – Present

- Provide guidance to students on health profession related resources, opportunities, and handouts.
- Connect with students through shared professional interests and lead one-on-one 10-minute drop-in appointments with students to discuss service, leadership, and research opportunities

Team Lead, Best Burgers, Riverside, CA

June 20XX – Present

- Successfully process food orders and perform cashiering duties in high-volume fast-food establishment
- Implemented new packaging order method that successfully reduced customer wait time by approximately 50%
- Promoted to Team Lead after 60 days of employment for excellent customer service and leadership

7 CAMPUS INVOLVEMENT/COMMUNITY SERVICE

Referee, Intramural Basketball, UCR

May 20XX – Present

Volunteer, Habitat for Humanity, Riverside, CA

June 20XX – Present

5 TECHNICAL SKILLS

Computer: SPSS, Word, Excel, PowerPoint, Access

Language: Bilingual in English and Spanish (written, verbal, and reading)

1. Name + Contact Information

2. Objective (optional)

3. Education

4. Experience

5. Skills

6. Relevant Coursework

7. Campus Involvement, Volunteer, Extracurricular Activities*



Gain Experience & Network

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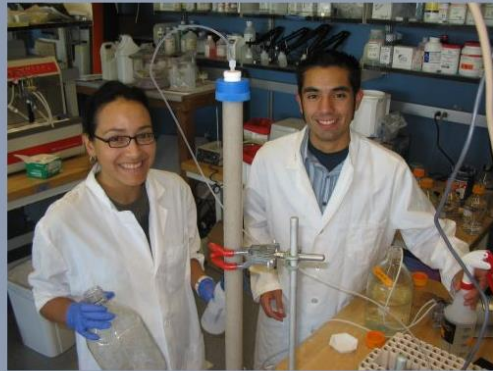
Gain Experience

Undergraduate Research Portal and Opportunities

uResearch Portal

The uResearch Portal is a one-stop shop for students to find opportunities to participate in faculty-mentored research, scholarship, and creative activities. The portal also allows faculty to advertise, track, manage applications, and select students for research roles. All disciplines are represented and opportunities come in a combination of options for students to get course credit, be paid, and/or gain volunteer experience.

[GO TO THE PORTAL](#)



UC WASHINGTON CENTER

SPEND A QUARTER IN
WASHINGTON, DC AT THE
UC WASHINGTON CENTER

INTERN
LEARN
NETWORK
TRAVEL

UCDC.UCR.EDU

COMMUNITY SERVICE PORTAL | UCR

Engage • Lead • Serve

Get Involved, Make a Difference.

[VOLUNTEER NOW](#)

[Click here to register your organization.](#)

UC
RIVERSIDE
Career Center



UC RIVERSIDE | International Affairs



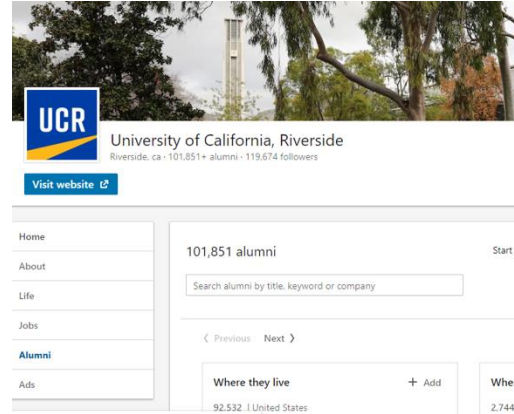
UC RIVERSIDE
Career Center

Build Your Network



Your network

Talk to everyone – fellow students, faculty, friends, and family! You never know how you'll find the next opportunity!



LinkedIn

See alumni career paths, conduct informational interviews, and build your network



Career Center

Attend workshops, information sessions, and career fairs



Research Graduate/Professional Schools

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Research graduate and professional schools

Research career options

Is graduate or professional school required?

Use Career Center resources

- Attend the *To Be or Not To Be: Graduate & Professional School Edition* workshop
- Attend the *Graduate & Professional School Information Day Fair* and *Law School Information Day Fair*

Research programs and prepare

- Learn about admissions requirements, entrance exams, personal statements, and letters of recommendation
- Take advantage of the Academic Resource Center for help with statements



GRADSCHOOLS.COM
The #1 Graduate School Directory in the Nation

GRE

GMAT
Graduate Management Admission Test

MCAT
Medical College
Admission Test

LSAT
Law School Admission Test

ENROLL IN EXCEL + NOW!

Start anytime during your undergrad degree, **go at your own pace**, and **earn recognition** for the valuable career readiness skills you're already building on campus.

- Pick your Competency

IE: Career and Self Development, Technological Literacy, and MORE!

- Upload and Track Progress
- Earn Competency Badges
- Highlight Your Skills to Employers

Students enrolled by 10/31 will be entered into raffle to win a \$25 UCR dinning gift card.



Excel.ucr.edu

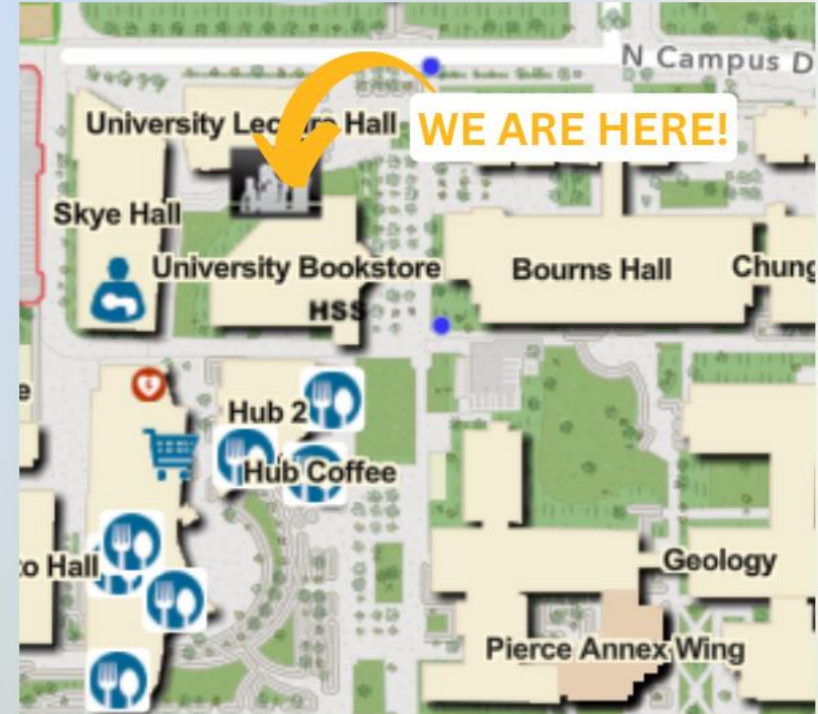
location

ENTRANCE IS ACROSS FROM ARC AND UNIVERSITY LECTURE HALL, UNDERNEATH THE BOOKSTORE

hours

8 AM - 5 PM MONDAY-FRIDAY

website home *drop in hours*



connect with us!



INSTAGRAM

@UCRCAREERCENTER



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QUESTIONS

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Post-Workshop Survey

