Recruiting
Guide
Fall 2018

Georgia Tech | **Center for Career Discovery and Development**

Georgia Tech

Our Mission

Mission

The Employer Relations team facilitates the process for employers to identify and recruit talent. We provide opportunities for students to explore and secure employment. We develop and promote connections between employers, students and campus partners.

Georgia Tech

Vision

Georgia Tech will define the technological research university of the twenty-first century. As a result, we will be leaders in influencing major technological, social, and policy decisions that address critical global challenges. "What does Georgia Tech think?" will be a common question in research, business, the media, and government.

Mission

Technological change is fundamental to the advancement of the human condition. The Georgia Tech community – students, staff, faculty, and alumni – will realize our motto of "Progress and Service" through effectiveness and innovation in teaching and learning, our research advances, and entrepreneurship in all sectors of society. We will be leaders in improving the human condition in Georgia, the United States, and around the globe.

Georgia Tech | Center for Career Discovery and Development

Hire A Jacket

Georgia Tech students are your key to future success. Welcome to the Employer Relations recruiting guide of the Center for Career Discovery and Development (C2D2). We are pleased to introduce our recruiting guide which is a resource designed to provide the How To's for recruiting at Georgia Tech and to make the process as easy and rewarding as possible for you.

We thank you for your support of our programs whether it be by participating as a partner, volunteering your time reviewing resumes, serving on employer panels or most importantly hiring our students for full time, co-op, or internship positions, we appreciate and value your support.

Our center's mission is helping students plan their career direction, gain experience through co-ops and internships, connect them with employers such as yourselves and helping them launch their careers upon graduation.

On behalf of the Employer Relations C2D2 team, http://www.careerdiscovery.gatech.edu/employer-relations we are committed to our ongoing partnership with your organization, and helping you prepare to Hire A Jacket!

Employer Relations Team
Center for Career Discovery and Development

Recruiting Calendar

Georgia Tech

Fall 2018	
Reservations for Fall 2018 On-Campus Recruiting are available online through *CareerBuzz*.	**June 01**
Classes Begin	**August 20**
Labor Day	**September 03**
Fall On-Campus Recruiting	**September 10 – November 30**
Company Information Sessions – reservations are available online through the Student Success Center Go to: www.ssc.gatech.edu	**August 20 – November 30** *When scheduling please take note of official holidays and school breaks*
Annual Fall All-Majors Career Fair	**September 17 - 18**
Fall Break	**October 08-09**
Classes End	**December 04**
Final Exams	**December 06 - 13**

Fall Semester 2018 Academic Calendar:

http://www.registrar.gatech.edu/index.php?r=1

Georgia Tech

- **#1**   Create your account on our [CareerBuzz](#) online recruitment and management system. You will receive an email for creating your username and password.

- **#2**   Read our **[Employer Recruiting Guide](#)** (Adobe PDF file) to familiarize yourself with the majors and programs offered at Georgia Tech and which majors are appropriate for the various industries recruited for at GT. In addition, review the recruiting calendar to make sure your recruiting timeline is in line to make the most of your recruiting visit and learn whom your customer service representative is on the employer relations team.

- **#3** Review the [Recruiting Guidelines](#) of the Center for Career Discovery and Development.

- **#4**   Tour the other tabs on our website for more information on how to have a successful recruiting experience.

Recruiting Opportunities – Hire A Jacket

Georgia Tech

- **On-Campus Recruiting:** Collect resumes and interview students on-campus using our online scheduling system, **CareerBuzz**

- **Fall & Spring Career Fairs:** Recruit all majors for all your employment opportunities. Find students seeking internships and co-op opportunities.

- **Information Sessions:** Promote your company and educate students about your business and job opportunities by scheduling an information session. If you are interested in reserving space OR posting your event, please follow these instructions **HERE**

- **Resume Book:** Conduct customized candidate searches and contact students directly by purchasing digital access to our Resume Books

- **Student Organization Involvement:** Obtain guidance in how you can partner with various student organizations on campus via http://engage.gatech.edu/student/organizations

- **Virtual Career Fairs:** For more information visit: www.careereco.com

C2D2 Signature Events

- **Mock Interviews:** Assist and critique students' interviewing skills before Spring Career Fair.

- **Resume Blitz:** Give employer feedback on students' resumes before Fall Career Fair.

- **Employer Drive-In Workshop:** Help employers learn how to attract, engage, hire and retain GT students.

- **Employer Facilitated Workshops:** Conduct career-related workshops to share industry experience with students seeking job search advice.

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Increased engagement helps to build your brand on campus and equals greater recruiting success.

- **Careerbuzz job postings/resume referrals (Basic step)**

- **Social Media platforms available to employers** –Advertise on social media by tagging and tweeting us!

- **SCALA TV Network** - Campus-wide network of TV screens and displays that feature advertising

- **Alumni Career Services** – Independent department to recruit experienced hires, 2 or more years post graduation

- **Information Sessions -** Promote your company and educate students about your business and job opportunities by scheduling an information session.

- **Career Communities**-Connect with colleges across campus to identify opportunities for branding and recruiting students.

- **Partner Program** - Raise your visibility among students by collaborating with our staff to customize and deepen your recruiting initiatives at Tech. **C2D2 Partner Program Levels**

Georgia Tech

The Center for Career Discovery and Development (C2D2)

is launching the Georgia Tech Career Communities (GTCC) in Fall 2017. GTCC marks a transition from the former model of one Career Development Advisor serving as a liaison to each academic major, to the new model of a cross-functional team in C2D2 collaborating more intentionally with faculty, staff, and employers to position students for the complexities of 21st century careers.

The Georgia Tech Career Communities model is characterized by collaboration, customization, consistency, and measurability. GTCC brings the opportunity for more substantive relationships between C2D2 and campus partners through: on-going conversations and participation in meetings and events with faculty, staff, deans, employers and student advisory boards; sharing of data from direct and indirect measures of career outcomes; and partnering on career-related events and career education. Stronger partnerships and data-sharing will enable better customization of career education programs and services to students. This customization will align with each College's or School's priorities and needs.

The initial rollout of GTCC will focus on College of Design, College of Engineering, College of Sciences, and Ivan Allen College of Liberal Arts.

Georgia Career Communities Information

career.gatech.edu/communities

Degrees Offered

Bachelor's	Master's	Ph.D.
College of Design		
• Architecture • Industrial Design	• Architecture • Building Construction & Facility Management • City and Regional Planning • Geographic Information Science and Technology • Human-Computer Interaction • Industrial Design • Music Technology • Urban Design	• Architecture • Building Construction & Facility Management • City and Regional Planning • Music Technology
College of Computing		
• Computational Media • Computer Science	• Bioengineering • Computational Science & Engineering • Computer Science • Human-Computer Interaction • Information Security	• Algorithms, Combinatorics, and Optimization • Bioengineering • Bioinformatics • Computational Science & Engineering • Computer Science • Human-Centered Computing • Robotics
College of Engineering		
• Aerospace Engineering • Biomedical Engineering • Chemical & Biomolecular Engineering • Civil Engineering • Computer Engineering • Electrical Engineering • Environmental Engineering • Industrial Engineering • Materials Science & Engineering • Mechanical Engineering • Nuclear & Radiological Engineering	• Aerospace Engineering • Bioengineering • Biomedical Engineering • Biomedical Innovation & Development • Chemical Engineering • Civil Engineering • Computational Science & Engineering • Electrical & Computer Engineering • Engineering Science & Mechanics • Enterprise Transformation • Environmental Engineering • Health Systems • Industrial Engineering • International Logistics • Materials Science & Engineering • Mechanical Engineering • Medical Physics • Nuclear Engineering • Operations Research • Paper Science & Engineering • Polymers • Professional Applied Systems Engineering • Quantitative & Computational Finance • Statistics • Supply Chain Engineering	• Aerospace Engineering • Algorithms, Combinatorics, and Optimization • Bioengineering • Bioinformatics • Chemical Engineering • Civil Engineering • Computational Science & Engineering • Electrical & Computer Engineering • Engineering Science & Mechanics • Environmental Engineering • Industrial Engineering • Materials Science & Engineering • Operations Research • Paper Science & Engineering • Robotics

Degrees Offered

Bachelor's	Master's	Ph.D.
Scheller College of Business		
• Business Administration	• Business Administration • Management • Global Business • Management of Technology • Quantitative and Computational Finance	• Management
Ivan Allen College		
• Applied Languages and Intercultural Studies • Computational Media • Economics • Economics & International Affairs • Global Economics & Modern Languages • History, Technology, & Society • International Affairs • International Affairs & Modern Languages • Public Policy • Literature, Media and Communication	• Digital Media • Economics • History & Sociology of Technology & Science • Human-Computer Interaction • International Affairs • Public Policy	• Digital Media • Economics • History & Sociology of Technology & Science • International Affairs, Science & Technology • Public Policy
College of Sciences		
• Applied Mathematics • Applied Physics • Biochemistry • Biology • Chemistry • Discrete Mathematics • Earth & Atmospheric Sciences • Physics • Psychology	• Bioinformatics • Biology • Chemistry • Computational Science & Engineering • Earth & Atmospheric Sciences • Human-Computer Interaction • Mathematics • Paper Science & Engineering • Physics • Prosthetics & Orthotics • Psychology • Quantitative & Computational Finance • Statistics	• Algorithms, Combinatorics, & Optimization • Applied Physiology • Bioinformatics • Biology • Chemistry • Computational Science & Engineering • Earth & Atmospheric Sciences • Mathematics • Paper Science & Engineering • Physics • Psychology

Executive/Corporate Partnership Program

The Georgia Tech Center for Career Discovery and Development **Executive/Corporate Partnership Program** provides the perfect way to raise your visibility among some of the most accomplished students in the country. Georgia Tech's students are keenly sought out by employers because of our national collegiate ranking, and our sponsorship program is designed to allow you expedited access to a future employment pool of engaged individuals. Partnerships are limited in number, particularly at the Executive Level, and provide a new and productive vehicle for reaching your key student audience.

Each year, thousands of Georgia Tech students participate in the Center for Career Discovery and Development programs and sponsored events. These programs are designed to help students better prepare for the world of work and be more productive employees. Without funds from our partners most of our programs would not be possible. Employers often ask how to increase their visibility with students while aiding our outreach. Here are some ways we've designed to achieve these goals. **C2D2 Partner Program Levels**