2016/2017 Career Fairs

Employer Registration Information

Visit www.gcsu.edu/career for details on each event

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Location</th>
<th>Time</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 17</td>
<td>Part-time Job Fair</td>
<td>Atkinson Hall Porch</td>
<td>11:00 - 2:00 p.m.</td>
<td>Campus and local employers seeking part-time help.</td>
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<td>September 7</td>
<td>Senior Picnic</td>
<td>Magnolia Ballroom</td>
<td>11:30 a.m. - 1:00 p.m.</td>
<td>Informal networking event to kick-off the senior year job and graduate school search.</td>
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<tr>
<td>September 21</td>
<td>Accounting Career Fair</td>
<td>Magnolia Ballroom</td>
<td>9:00 a.m. - Noon</td>
<td>Recruit accounting majors for full-time jobs and internships. Hosted by the Accounting Department in the College of Business.</td>
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<tr>
<td>October 5</td>
<td>Fall Career &amp; Internship Expo</td>
<td>Magnolia Ballroom</td>
<td>11 a.m. - 2:00 p.m.</td>
<td>Network with Georgia College students for full-time jobs and internships.</td>
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<tr>
<td>October 24</td>
<td>Graduate &amp; Professional School Admissions Fair</td>
<td>Magnolia Ballroom</td>
<td>10:30 a.m. - 2:00 p.m.</td>
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<tr>
<td>November 9</td>
<td>Career Opportunities Fair in Atlanta</td>
<td>Cobb Galleria Centre</td>
<td>Noon - 3 p.m.</td>
<td><a href="http://www.georgiacareeropportunities.org">www.georgiacareeropportunities.org</a></td>
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<tr>
<td>January 27</td>
<td>Teacher Recruitment Day</td>
<td>Magnolia Ballroom</td>
<td>10 a.m. - 12:30 p.m.</td>
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<tr>
<td>February 8</td>
<td>Information Technology Career Fair</td>
<td>Magnolia Ballroom</td>
<td>9:30 a.m. - Noon</td>
<td>Recruit MIS and computer science majors for full-time jobs and internships. Hosted by the IS/CS Department in the College of Business.</td>
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<tr>
<td>February 27</td>
<td>Nursing &amp; Health Sciences Career Expo</td>
<td>Magnolia Ballroom</td>
<td>11:00 a.m. - 2:00 p.m.</td>
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<tr>
<td>March 8</td>
<td>Spring Career &amp; Internship Expo</td>
<td>Magnolia Ballroom</td>
<td>11:00 a.m. - 2:00 p.m.</td>
<td>Network with business and arts &amp; sciences majors for full-time jobs and internships.</td>
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<td></td>
<td>Interview Day</td>
<td>Magnolia Ballroom</td>
<td>2:30 p.m. - 4:30 p.m.</td>
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<tr>
<td>April 12</td>
<td>Statewide Career Fair in Atlanta</td>
<td>Cobb Galleria</td>
<td>11 a.m. - 3 p.m.</td>
<td><a href="http://www.gace.org">www.gace.org</a></td>
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</table>
Career Connection Instructions
Registering for Career Fairs and Posting Jobs and Internships
www.gcsu.edu/career

Step 1: Create an Account in Career Connection
- Already have an account? Login with your email address and the password: bobcat (unless you created your own account and chose a different password). If you registered but cannot remember your password, select “forgot password.”
- If you do not have an account, choose “Click here to register.” Use the “Find Your Organization” prompt and locate your organization. If you’re a new organization, choose “Can’t Find Your Organization?” and create a profile.
- Click the “Register” button after completing the profile and/or contact information.
- Follow directions below to sign up for specific events.

Step 2: Register for Career Fairs
- Go to “Career Fairs and Events” —> “Career Fairs.”
- Locate the event that best matches your current needs.
- To register immediately, click “Register” next to your event.
- Click on the name of the career fair to see basic information on the event. To register, click the “Register Now” button.
- Complete registration form, paying close attention to required fields. Go to next page to add recruiters.
- The final page will be your payment section. Complete the information and choose “Save.”
- You will receive a confirmation email with event details and receipt or invoice once approved by the Career Center.

Step 3: Post Jobs & Internships and Schedule Interviews
- Login to Career Connection
- Choose “My Jobs” —> “New Job” using the menu at the top
- Complete form and “Save”
- You will receive a confirmation once approved
- To schedule a campus interview for the job posting, go to “My On Campus Schedules” —> “New Schedule Request”

Contact Us
University Career Center
110 Lanier Hall
478-445-5384
www.gcsu.edu/career

About Career Connection:
The University Career Center uses Career Connection to manage
- Career Fair Registrations
- Job Postings
- Internship Postings
- Campus Interview Schedules
- Student Resume Database

Accessing Career Connection
Click on the “Employer” link at www.gcsu.edu/career and follow link to Career Connection.
You can also email job and internship postings to us at career.center@gcsu.edu

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