

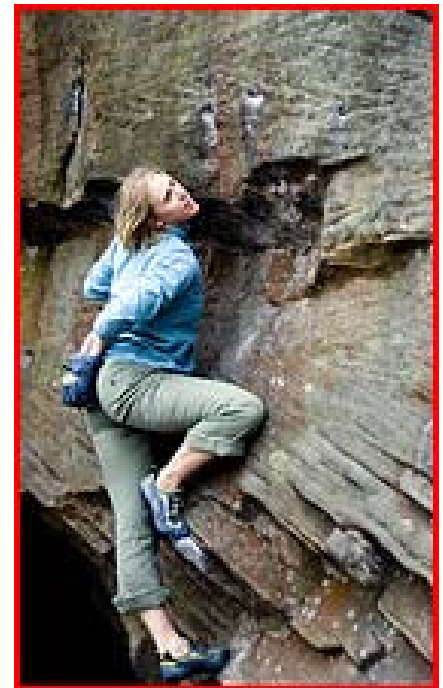
# International Student Employment Strategies



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# Special Challenges International Students Face in the Job Market

- Employers are often unaware of cultural differences and employment restrictions.
- Many international students are unaware of the American job search process and business practices.



# The Job Search Process

1. Takes Time
2. Requires Persistence
3. Requires an Active not Passive Approach
4. Involves Rejection



# Essentials Steps to Job Hunting

- Consider what you want to do and where
- Research the field
- Prepare appropriate versions of your resume and cover letter
- Locate potential employers
- Gather info about employers
- Contact employers
- Follow up
- Prepare for the interview
- Make on-site visits
- Send thank you letters
- Broaden your network
- Read about the process
- Assess your progress and make changes as needed

# Employment Search



- Know the kind of work you want to do
  - Research which organizations are more likely to hire students in your field of interest in areas where you would like to live
  - Do not limit your opportunities - consider large and small companies and any other options
  - NOTE: Only 20% of jobs are advertised in the newspaper and trade magazines, the other 80% are found in the hidden job market

# Locating Potential Employers

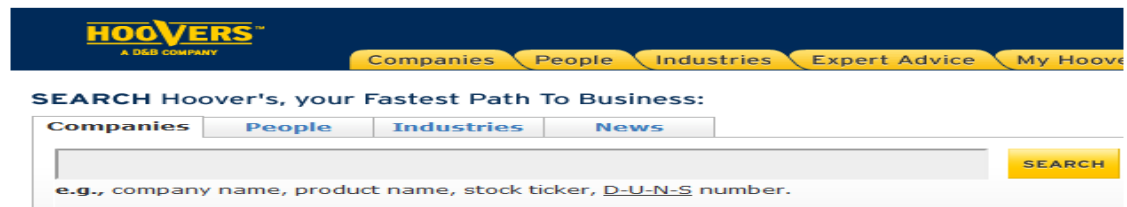
- Search for employers by location
- Research companies and their websites
- Learn about Businesses with Hoovers

><http://www.lib.fsu.edu/>

> “List databases: a-z”

>Search “Hoovers”

>Click on “Hoovers Academic”



- Consider focusing on employers who have previously hired international students or have multinational operations
  - Use Library Links at <http://www.career.fsu.edu/library/links.html>
  - Look at sections (two) for international students
    - >Use one of H1-B Database links to search for companies who have previously offered H1-B visas to their employees

# Locating Potential Employers (contd.)



- Participate in a Virtual Job Fair for International Students

> [www.career.fsu.edu](http://www.career.fsu.edu)

> link should be on Career Center homepage, but appears on a revolving basis. If it is not there, refresh the page

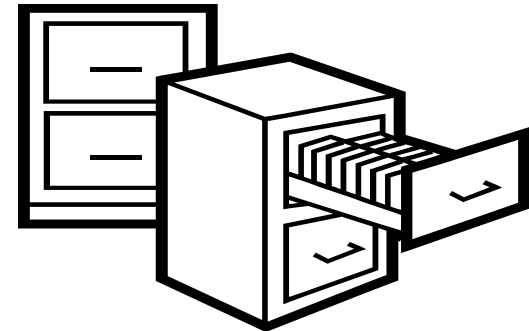
# Locating Potential Employers (contd.)

- Identify companies that have connections with your home country
- Utilize the Directory of American Firms Operating in Foreign Countries, or the Directory of Foreign Firms Operating in the United States [www.campus.fsu.edu](http://www.campus.fsu.edu)>secure apps> Career Center Uniworld's International Subsidiaries
- Join and participate in professional organizations in your field
- Attend conferences to network with professionals in your field
- Utilize the Professional Network  
>Access via Seminolelink on Career Center homepage
- Use contacts obtained through classes and experiential education



# Prepare Job Search Materials

- Design a resume - keep in mind that it should be tailored to each company and position that you apply to
- Develop a cover letter format that can be modified for different companies
- Arrange and notify references; provide them with a current resume
- Order transcripts and gather any other supporting documents you may need
  - Writing samples
  - Projects

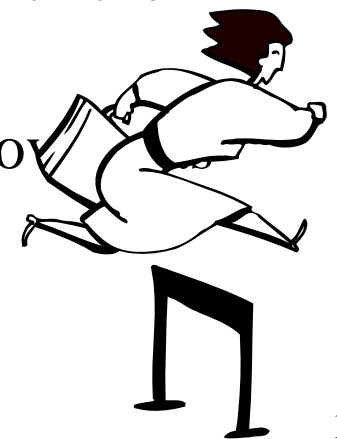


# “When in the hiring process do I reveal that I’m an international student?”

- One method does not fit all situations
- Focus on “selling yourself” and showing how you will be an asset to the organization first (but be ready to discuss legalities if asked)
  - Emphasize your knowledge of multiple languages and cultures
  - Express your proven maturity, flexibility and adaptability
- Have complete and accurate knowledge of your options and communicate them to the employer in a clear and confident manner.
- It is your responsibility to educate employers about the process

# Length of Commitment to Employers

- Some employers fear international employees will return to their home country after the employer has invested time and money, hiring, training and possibly sponsoring the international student
  - Be open to future opportunities with the company
  - Show that you may be sponsored for a **career** with the company
  - Demonstrate you are an asset to the company's operations and locations and operations if appropriate



# Interviewing Tips

- Practice answering common interviewing questions
  - Participate in a Mock Interview
  - Practice speaking English at home, with friends and classmates
  - Practice professional conversations
- Maintain good eye-contact; shows confidence
- Shake hands firmly with interviewers (or any business professional including women)
- Be able to promote yourself effectively

# Interviewing Tips

- Do not immediately inquire about H1-B visa sponsorship during an interview
  - Be prepared to point out how your skills match what the employer is looking for
  - Point out that you have post-completion work authorization for 12 months (if you are an F-1 student and have applied for and received an OPT work authorization card)
- Learn American professional etiquette
  - Always be punctual – very important in American culture
  - If the meeting takes place over a meal, expect the business discussions to begin after everyone has ordered their meal
    - Learn about dining etiquette : [www.career.fsu.edu](http://www.career.fsu.edu)
      - >Click on “Workshops” link on the left
      - >Click on “Business Etiquette” or “Business Etiquette Dinner”

# Essentials Steps to Job Hunting

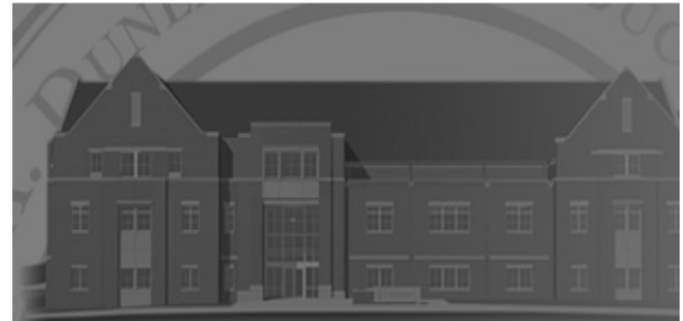
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# You've Got the Job, Now What?

- Learn about American work culture!
  - how to interact with your new co-workers
  - your boss
  - dining etiquette
- Begin learning about the transition to work now!
  - utilize Career Center resources such as:
    - Start a New Job on the Right Foot
    - Keys to Workplace Skills
    - Workplace 101

# Begin Planning Your Job Search Today

- Establish goals – For example, when you want to start working
- Set aside enough time to conduct an effective search and inform yourself about getting proper work authorization
- **Visit the Career Center!**
  - Dunlap Success Center
    - Job search assistance
    - Resume and cover letter critiques
    - Career Portfolio
    - Mock interviews and on-campus interviews
    - Many more services offered



# Sources

- The University of Illinois at Urbana-Champaign's Office of International Student Affairs
- U.S. Employment: Challenges for International Students by Caprice Lantz, courtesy of Jobweb
- Boston College's International Center
- University of Cincinnati's Career Development Center