

It's Everyone's Business is a monthly newsletter created by Truman State University's School of Business Academic Peer Mentors.



2012-2013 Peer Mentors (Not pictured: Michele Oberkrom)

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ABC's of Job Searching

A: Accomplishments—What have you excelled at in life? When you figure it out, tailor your job search to the talents that help you achieve your greatest accomplishment. If you're looking for a job, you might as well search for something that matches up with your strengths.

B: Benefits—Not sure you should accept a job because of pay that's lower than you expected? Keep in mind that salary isn't the only form of compensation. Don't overlook unique benefits like flextime or tuition reimbursement.

C: Coordination—The days of blanket résumé mailings and multiple cold calls are long gone. You need to research, network, improve, and educate. Finding a job isn't just about the perfect résumé or a strong interview. It's about all aspects of your job search working well together. Make sure you pay attention to all facets of your quest for a new career.

D: Directions—Want to be on time for your interview? Map it out ahead of time. Sure, you can use your GPS but be sure it's right. Getting lost on the way doesn't make for casual pre-interview conversation. It only reflects on your lack of preparation and your minor-league professionalism. Once you check in 20 minutes late for an interview, you're in for an uphill battle.

E: Eye Contact—If you're interviewing for a position, it's essential to maintain eye contact at all times. It shows you're paying attention and are actively engaged. Ask any recruiter: A job prospect who glances out the window expresses a lack of interest in the position.

Read the rest of the job search alphabet by Tribune Media Services [here!](#)

Standing out from the Crowd

Join an Organization – It is very important to join something that you put a lot of time into. It is not as marketable or rewarding to join many groups just to be a member. If you take a leadership role, it gives many opportunities to learn about leadership.

Study Abroad – More often than not recruiters are looking for students who have international experience. According to CBS, only 14% of students who graduated last year studied abroad. If you study abroad, you will have an experience that provides you with many items to talk about during interviews and looks great to recruiters. It will also give

you a unique experience and help you grow personally in many ways.

Complete an Internship – This is an obvious one and definitely makes you more marketable when you are job hunting. It gives you actual work experience and can potentially lead to a job after graduation. Companies also like to see that another company liked you also, so when they make that decision to hire you, they have a recent reference.

Become an Expert in Something – This one might surprise you, but it is very important. When you have one skill that you are known for it gives you a leg up over the competition.

In addition, it gives you something interesting to talk about during interviews, will help you win awards, or set you apart in the workplace.

Get Good Grades – This is a given. Some companies will not even look at your resume if you have below a 3.25. So keep studying!



Volunteer Your Time

Volunteering is not just about having something to put on your résumé under “Community Involvement” or looking good on graduate school applications. It is about **giving back to the community** and is an easy way to make a positive impact on the world. Service can be done in the form of donating your time, money, belongings, skills, or anything else that is desired in the community.

There are also so many different forms of service opportunities so it is easy to pick one that you are passionate about. You do not have to be in a service organization (although service organizations are great) in order to serve. You, as an individual, can seek out different opportunities and find something that is a good fit for you. Truman helps make this possible

through the **Serve Center**. You can go to their website and sign up for their weekly emails that provide individual opportunities to do service projects. One especially important event that is a tradition here at Truman is the Big Event!

**The Big Event - Saturday, March 23rd
9am-2pm
On the Mall (Outside the SUB)**

On the day of the Big Event, hundreds of Truman Students will provide services to the residents of the community by raking leaves, washing windows, painting, and more! The Big Event gives Truman students the opportunity to show appreciation for all of the support the Kirksville community has offered to them. The SERVE Center will provide all the necessary materials.

Registration is already open and will close on Friday, March 8th at 5pm. This year's registration will be conducted through TruService (<http://serve.truman.edu/TruService.asp>).

For any questions, contact the SERVE Center:
serve@truman.edu
(660)785-7222
Office in SUB Down Under Room 1106



My Internship Experience

Internships are an important step in our career path as business students. The process of finding one for the summer can often be stressful, but can prove to be one of the most rewarding experiences as well. Grant Gregory, a senior Business Administration major with a concentration in International Business, interned at Boeing in St. Louis, MO this summer and agrees that his experience was one to remember. He worked in the supplier management department, specifically procurement in the military aircraft division, for twelve weeks. Grant's daily tasks included integrated scheduling between the U.S., Korea, and Israel, forecasting when different tools would be needed for the planes, and research in areas such as international tax codes and tooling.

This strong international presence turned out to be one of his favorite parts of the internship. He was able to sit in on telephone calls between Israel and Korea biweekly and from this he gained valuable real world experience. Other than the international side of his work, he also enjoyed the many opportunities he was given to meet people and see other sides

of the business. Grant felt very prepared as he began his internship, largely due to the preparation he has received from the School of Business. Grant said, "The School of Business gave me the proper background knowledge, but when it comes down to it, real world experiences just can't be taught."

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Grant's advice to freshman and sophomore School of Business students who may only be thinking about internships now is to "always be looking for opportunities to get your name out there and meet people." He also suggests going into any internship opportunity with an open mind in order to get the most out of the experience.

Overall, Grant believes that "if you have a passion for something, you should work hard to excel at that and do what you love." Grant's experience at Boeing has taught him more than he ever expected, and he is looking forward to starting his career there after graduation.



5 Apps to Help College Students Save Money

1. Mint

Mint is an app that allows users to track spending and manage their money. The app automatically enters and categorizes transactions from all accounts (checking, savings, credit cards, investments) and has a manual entry option for cash purchases. Mint also includes a feature to create customized budgets. This free app for iPhones and Androids is password protected to ensure security.

2. Red Laser

This barcode scanner and QR reader app searches for the best prices for an item among online and local retailers. Red Laser lists product descriptions, reviews, and nutritional information to help users make informed decisions. It also suggests alternative products and accessories for products viewed. It is free and compatible with iPhones and Androids.

3. GasBuddy

GasBuddy finds the cheapest gas in the area by searching for city/zip/postal code. Users can report or update gas prices to help other users save money. The free app can be used with iPhones and Androids.

4. Campus Special

This free app for iPhone and Android users lists deals and coupons for places near a student's university. Users can conveniently redeem these coupons directly from their phone. Campus Special also provides quick access to phone numbers, addresses, and maps for restaurants/businesses around the university.

5. CardStar

CardStar is a free app that allows users to store all of their loyalty cards, reward cards, and membership cards on their phone. This ensures that people will never miss out on rewards or discounts again because they don't have their reward card with them. CardStar is compatible with iPhones and Androids.