

## contact us...

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Ivy Tech Community College  
Wabash Valley Career Services

employer guide

# Career Services...

## qualified candidates

Let us provide you with a diverse group of qualified, educated, and highly motivated applicants. With degree programs in Business, Health Science, Public Services, Technology, and Visual Technologies, we have students to your needs.

## resume referral

Let us know your needs, and we can fax, mail or e-mail resumes of candidates who have the skills you need.

## free employment postings

Save advertising dollars by listing positions with Ivy Tech Community College Career Services. Positions are posted on the CareerLink on-line system as well as our on-campus job board. This allows for great exposure to high quality applicants.

## annual career expo & transfer fair

Each spring Ivy Tech Community College hosts an on-campus Career Expo. This event is a great way to connect with motivated and enthusiastic students about future employment and internship opportunities.

## employer showcase

New in 2006 is our weekly Employer Showcase. Now you don't have to wait for Career Expo to have access to our students! You can schedule a time to come and set-up a table in The Commons on our south campus and talk informally with students. We can also provide a room for you to do on-campus interviews.

## careerCAST Podcasting

As students continue to embrace new technology, we strive to provide new avenues to meet their needs. With this in mind, we are developing a series of podcasts to cover a variety of career topics. Podcasts are on-line "radio shows" that can be accessed at any time on-line or can be downloaded to an mp3 player. Each podcast will feature an interview with a local employer, current student or successful alumni. We would like to invite you to be a guest on our podcasts or listen to the broadcast. Contact us or go on-line for more details.

## co-ops & internships

A co-op program is a win-win program for employers and students. An internship brings new ideas and skills to the workplace, and is a useful tool to attract and recruit new talent.

More than 50% of interns return for full-time positions following graduation. An intern brings enthusiasm, commitment and innovation to an organization. For the student, a co-op program provides an excellent opportunity to apply what they have learned in the classroom to the real world and can be part of any academic program.

## etiquette dinner sponsorships

Each semester, we host an etiquette dinner and style show for our students. This event is designed to teach students about dressing for success, networking skills, and proper dining etiquette. After a brief style show demonstrating business casual and professional attire, students and employers will enjoy a time of networking "practice" which will allow students to practice their newly learned networking skills. All participants will then enjoy a five-course meal while learning dining etiquette. Reasonably priced corporate sponsorships are available for this event and sponsors are encouraged to send a representative to network and dine with students.

**...is here to help!**