

**Contents:**  
CDO Spotlight  
Look Who's Hiring  
Events

# CALS Career Development Newsletter

## Jobs, Internships, Events and more...

CALS Career Development Office 177 Roberts Hall  
alscdo@cornell.edu 607-255-2215

Need help finding  
summer internships  
and jobs? Need your  
resume or cover  
letter critiqued?  
Want practice for  
your upcoming job  
interview? The  
CDO is here to  
assist you!

Stop in or call to make  
an appointment.

If you have a quick  
question, take advantage  
of drop-in hours!

### Drop-In Hours:

**Tues/Wed  
9:30am-11:30am**

**Thurs/Fri  
1:30pm-3:30pm**

**October 12, 2009**

## CDO Spotlight

### CAREER SERVICES FOOD DRIVE

**October 19—December 14, 2009**

Help Feed the hungry. No one's plate should be empty.

If you would like to contribute to the food drive,  
simply drop off any non-perishable or canned food items to 177 Roberts Hall during  
business hours

(Personal hygiene products are also needed)

## Look Who's Hiring

### Featured Internship Position on CCNet

Accounting Intern—Xerox Corporation

Communications Internship—Environmental and Energy Study Institute

Development Internship—Environmental and Energy Study Institute

Equity Research Analyst Intern—Robert W. Baird & Co.

Finance Analysis Intern—Xerox Corporation

Human Resources Intern—Xerox Corporation

Intern—Marvel Entertainment

NASA Intern—The National Space Biomedical Research Institute

Summer Intern—The Tobin Project

Summer Intern—Dow Jones Newswires

Sustainable Biomass & Energy Policy Program Internship—Environmental and Energy Study Institute

## Look Who's Hiring

### Featured Full-Time Positions on CCNet

- Analyst—Lake Partners Strategy Consultants
- Associate Consultant—Mars & Co.
- Commercial Leadership Program—General Electric
- Development and Operations Assistant—The Tobin Project
- Entry Level Sales Opportunity—News America Marketing
- Management Associate Programme—DBS Bank (Singapore)
- Research Analyst—The Tobin Project
- Sales Manager Trainee—JCPenney
- Teacher—Teach Kentucky

***Find out more about these positions, as well as many others, by visiting Cornell CareerNet at: <http://www.career.cornell.edu/cuTRAK.html>.***

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Cornell University is providing these opportunities as a courtesy and does not endorse the opportunities, employers, or organizations offering them. Applicants should research the employers, organizations, and opportunities before proceeding.

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## Events

### Resume Writing for Biology Majors

October 19, 2009  
103 Rockefeller—4:45 pm

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### Externship—Second Round Deadline

October 19, 2009  
203 Barnes Hall

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### Resumes that Work: Integrating Your International Experience

October 20, 2009  
103 Barnes Hall—4:45 pm

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### Enhancing Your Chances for Medical School: Follow-up Actions

October 20, 2009  
Willard Straight Hall—North Room—12:20 pm

Don't Forget: If you would like to have your resume critiqued, you first need to watch a 15 minute PowerPoint video. You can do this by stopping by our office!

**Events**

**Communication Confidence for a Dynamic Presentation**

October 20, 2009  
162 MVR—4:30 pm

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**Finding an Internship or Summer Job**

October 26, 2009  
Goldwin Smith, Kaufmann Auditorium—4:35 pm

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**Internship Information Event**

October 27, 2009  
Willard Straight Hall—Memorial Room  
11:00 am—2:00 pm

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**Tips for Getting a Summer Internship in Finance**

***Student Panel***

October 29, 2009  
Goldwin Smith Hall, Kaufmann Auditorium—4:45 pm

The CDO has created a series of publications called [Ready Reference Sheets](#) which are designed to assist you by:

1. Informing you of the services available through our office.
2. Providing solid career information to assist you in navigating your career.
3. Helping you create top notch application materials and develop strong interviewing skills.