



Coastal Carolina University Career Services Center

August 20, 2013

Welcome Back students!!!

Start your semester with a visit to Career Services. We provide assistance with:

- Career Counseling and Assessment Testing
- Assistance with major selection
- Help obtaining internships and job shadowing opportunities
- Preparation for resume and cover letter writing, interviewing, and networking
- Assistance in conducting a successful job search
- Help selecting and applying to graduate school

Hours of Operation: Mon-Fri, 8:30 am-5:00 pm

Featured Jobs

Employer: KRA Corporation

Job Title: Youth Career Agent

Location: Conway, SC

Description: Oversee case management and service delivery for a personal caseload of customers as necessary. Ensure job seekers meet employment goals and have the resources to be successful. Responsible for accurate and timely data reporting and documentation.

Requirements: Two (2) years supervisory experience including goal setting, performance management, coaching, and counseling. Strong organizational, time management, verbal and written communications, and computer skills. Candidates with substantial case management experience, a strong background in the delivery of services, and the ability to read and interpret policies and procedures preferred. Desired majors: Business Administration, Interdisciplinary Studies, Psychology, Sociology, Communication, Marketing

How to Apply: E-mail your cover letter, resume, and salary history to: ttaylor@kra.com, OR fax: to 843.365.5203. PLEASE CITE THE JOB TITLE IN ALL COMMUNICATIONS ABOUT THIS POSITION.

Employer: Coastal Carolina University Bookstore/Follett Higher Education Group

Job Title: Store Manager Trainee

Location: Conway, SC

Description: Follett Higher Education Group is the industry leader in college and university bookstore management with over 900 stores in the US and Canada. This program focuses on training ambitious and motivated entry-level to seasoned retail professionals with experience supervising or managing a retail store.

Requirements: Bachelor's degree required. Ability to relocate upon successful completion of the training program. Minimum of 2-3 years retail management experience required.

How to Apply: Interested candidates may apply at the Coastal Carolina University bookstore located in the new HTC Center, 104 Founders Drive, Conway, SC. Please ask to speak to the Bookstore Manager. Deadline to Apply: September 10, 2013.

To view these jobs and more, see Chants JobLink at www.coastal.edu/career.

Featured Internships

Employer: Boys & Girls Club of the Grand Strand

Job Title: Program Director Intern

Location: Myrtle Beach, SC

Description: The Intern will assist the Teen Center Director with program implementation for afterschool program targeting middle school aged children (the children are usually from at-risk environments and areas); supervise and mentor children; leadership and program development.

Requirements: Must have strong communication skills. Desired majors: Education, Psychology, Recreation and Sport Management, Mathematics, Pre-Med, Marketing.

How to Apply: E-mail resume to Dione Buonto at dbuonto@bgclubgs.org.

Employer: Myrtle Beach Area Chamber of Commerce

Job Title: Chamber Ambassador Intern

Location: Myrtle Beach, SC

Description: The Intern will serve as a liaison between the Myrtle Beach Area Chamber of Commerce and local businesses. It is an opportunity for the Intern to expand their network and gain valuable leadership skills. Ambassadors earn points by calling and visiting other Chamber members; attending monthly meetings; attending ribbon cuttings; recruiting other ambassadors; having a suggested business become a Chamber member; and participating in Chamber projects. At the end of the month, these points are tallied and an Ambassador of the Month is named.

How to Apply: E-mail resume to Ryan Smith at ryan.smith@visitmyrtlebeach.com.

Employer: Service Core of Retired Executives (SCORE)

Job Title: Marketing Assistant Intern

Location: Various

Description: Public relations; recruitment; marketing research (contact new businesses); and maintain a database of news outlets.

Requirements: Desired majors: Marketing, Management, Communication.

How to Apply: E-mail resume to Dr. Larry A. Smith at larrysmith2201@gmail.com.

To view these internships and more, see Chants JobLink at www.coastal.edu/career.

Career Fun Fact

It's the little things that count – How to stand out in your job search

1. Focus your resume by only including your experience that is relevant for the positions that you're applying to
2. Create a custom cover letter for every position that highlights your relevant skills for the job
3. Spend time preparing for the interview, and make sure to smart questions

4 Ways To Stand Out To EmployersCareerealism

Career Services Center
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