



CAREER EDUCATION AND
COMMUNITY ENGAGEMENT
CSU BAKERSFIELD™

AI FOR CAREER SUCCESS

AI can help you prepare for your future but it's most effective when used responsibly. Use AI to improve your work, not create it for you. AI should supplement – not replace – your own ideas, critical thinking and decision-making.

Resume

- **Prompt:** Compare my resume to this [job description] and suggest missing keywords and areas for improvement.

Major & Career Exploration

- **Prompt:** Based on my interests in [field or subject], suggest career paths, required skills and ways to gain experience.

Job Search

- **Prompt:** Help me create a job search plan and recommend strategies to find internships or jobs in [career field].

Interview Preparation

- **Prompt:** Conduct a mock interview for a [position] and provide feedback on my responses.

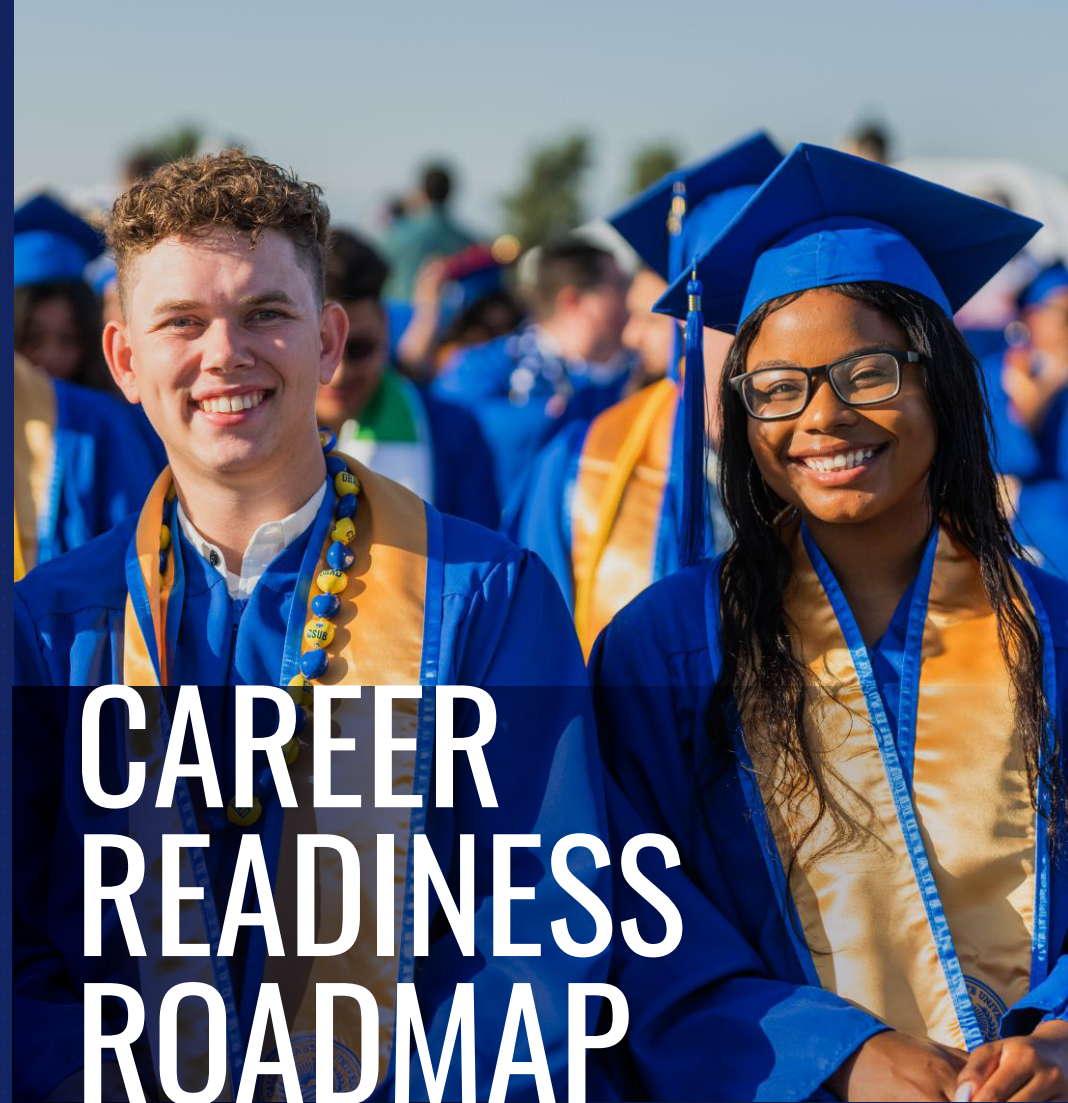
Graduate School

- **Prompt:** Compare graduate programs in [field] based on curriculum, research opportunities, cost, admission requirements, and career outcomes.



Visit our [website](https://www.csub.edu/cece) for additional
AI prompts and career resources.

Phone: 661-654-3033 | Web: www.csub.edu/cece
Socials: @CSUBCECE



The Career Readiness Roadmap will help you explore career options, gain hands-on experience, build professional skills and prepare for success after graduation. By the time you graduate, you will have developed a professional resume, created a LinkedIn profile, gained career related experience, strengthened your interview skills, obtained professional references and built a strong professional network.



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FRESHMAN

DISCOVER WHO YOU ARE AND WHERE YOU'RE GOING

- Complete your [Handshake](#) profile.
- Take the [O*NET](#) career assessment to discover your interests and explore career opportunities.
- Explore career options related to your major using "[What Can I Do With This Major?](#)"
- Meet with a Career Counselor to discuss your interests and career goals.
- Create a resume. Samples and resources are available on our website.
- Watch our [Video On-Demand Career Development Workshops](#).
- Attend a career event to explore careers.
- Join a student organization.
- Volunteer in the community to gain experience and develop transferable skills.
- Explore careers through informational interviews.

SOPHOMORE

BUILD YOUR PROFESSIONAL BRAND AND NETWORK

- Update your resume and [Handshake](#) profile.
- Create a [LinkedIn](#) profile and connect with CSUB alumni, faculty, and professionals.
- Obtain professional attire.
- Attend career fairs and employer information sessions to learn about available opportunities and network.
- Seek experiences related to your career interests.
- Interact with faculty or professionals in your field of interest.
- Join an organization related to your career interests and/or pursue a leadership opportunity.
- Begin developing a career portfolio.
- Explore whether graduate or professional school aligns with your career goals.
- Meet with a career counselor to share your progress and plan your next steps.

YOUR FUTURE. YOUR PLAN.

Your Success.

JUNIOR

GAIN EXPERIENCE AND DEVELOP PROFESSIONAL SKILLS

- Update your [Handshake](#) profile and tailor your resume.
- Complete an internship, research experience or other career-related experience.
- Continue to attend career fairs, employer information sessions and networking events.
- Practice your interview skills by using [Big Interview](#) and through a mock interview.
- Create and maintain a list of professional contacts and references.
- Develop working relationships with faculty, mentors and professionals.
- Obtain a mentor through CSUB's [Runner Alumni Mentor Program](#) (RAMP).
- Research graduate or professional school programs, admission requirements, and application timelines, if applicable.
- Take a service-learning course or other hands-on learning opportunity.
- Meet with a career counselor to discuss internships and career opportunities.

SENIOR

TRANSITION INTO EMPLOYMENT OR GRADUATE SCHOOL

- Finalize your resume, [Handshake](#) and [LinkedIn](#) profile.
- Complete an internship or other career-related experience.
- Start your job search early. The process can take weeks or even months.
- Finalize your career portfolio.
- Create and customize your cover letter. View the sample on our [website](#).
- Continue to attend career expos, employer information sessions and recruiting events.
- Apply to graduate or professional school, if applicable.
- Polish your interviewing skills by using [Big Interview](#) and through a mock interview.
- Obtain references and letters of recommendation, if needed.
- Continue to build your professional network.
- Meet with a career counselor to discuss job search strategies.
- Connect with the [CSUB Alumni Association](#) after graduation.