



## University Career Services

[www.careers.unc.edu](http://www.careers.unc.edu)

The Wendy P. and Dean E. Painter Career Center

The University of North Carolina at Chapel Hill

219 Hanes Hall, Campus Box 5140, Chapel Hill, NC 27599-5140

919.962.6507 Help Desk

919.962.2197 Fax

## OUR SERVICES

UCS offers a variety of services to assist you with each step of the career planning process. From choosing a career and major to negotiating and deciding on job offers, we are here to help you make sound, rewarding career decisions. Our website is a comprehensive, interactive resource where you can access extensive career information.

### WALK-IN APPOINTMENTS

Have a quick question or need someone to review your resume? Career counselors are available Monday-Friday between the hours of 1:00-4:00pm for brief walk-in appointments.

### INDIVIDUAL APPOINTMENTS

You can schedule an appointment with a career counselor through our website or by calling 962-6507. Appointment topics can be wide-ranging, based on your needs. But, we hope you feel comfortable coming to us for anything from choosing a major, exploring job or internship options, practicing interviewing skills, critiquing a resume or cover letter, preparing for graduate school and more.

### CAREEROLINA

The best way to ensure that you stay informed of all of our services is to create an account in Careerolina, our comprehensive, online career tool kit. This system is your one-stop-shop for access to our resources and will keep you plugged in to the many workshops, career events, job/internship posting, and employer visits that occur throughout each semester. Students should update their profile information and resumes in Careerolina each semester.

Our mission is to help student clarify and attain their goals. If we can ever support you in your professional and career development, please call on us.

We look forward to working with you!

The staff of University Career Services