

YOUR JOB & CAREER CONNECTIONS

We are your Career Center, open to students, alumni, staff, faculty, and community for staff assisted and self-directed services. We are currently serving individuals remotely and in person at Fort Steilacoom and Puyallup. We are available by email or phone. Staff Directory information located on the next page.

Pierce College Employment & Education Fairs!

Looking for a job, work study, internship, or simply exploring career options? This event features local employers and campus departments who are ready to meet and potentially hire Pierce College students, alumni, and community members! We encourage you to dress professionally, bring your resume, and be prepared to discuss your education, experience, and career goals.

Not looking for a job yet? Students just starting out or in the middle of their program are also encouraged to attend the job fair to explore career pathways, speak with recruiters about their career path journey, and put into practice networking with employers. This job fair may also lead to possible internship, volunteer, or job-shadow opportunities. Connect with us prior to the event for help creating or updating their resume, for questions about navigating a job fair, or what to include in an elevator pitch to recruiters.

Tuesday, May 21st Fort Steilacoom Campus
Cascade Building 3rd floor, 10am – 1pm

Thursday, May 23rd Puyallup Campus
College Center Building 2nd floor, 10am – 1pm

View registered employers on the Job and Career Connections Job Fair page <https://www.pierce.ctc.edu/workforce-fair> and in Handshake under “Events” and “Career Fairs at your school.” Access your Handshake account at <https://pierce.joinhandshake.com>.

SBCTC Student Emergency Assistance for Spring Term!

Students can submit requests May 7th and 8th while funds are available. Pierce College students must submit a request AND have a short intake conversation. Funds are limited!

Who is Eligible? Pierce College students currently enrolled in **Spring** term, who did not receive these funds during Fall or Winter term.

What can the grant help with? Funding for emergency expenses (*excluding tuition*) such as transportation, housing, childcare, food, etc.

Where can I submit my request?

Look for details via email and on the [Pierce Advocacy and Resource Connections \(PARC\)](#) webpage to submit your request online starting May 7th.

Questions? Email Emergencyfunds@pierce.ctc.edu

Skills Employers Want!

Taken from job postings* in Pierce County during February, the top common skills requested by employers include: Customer Service, Communication, Management, Sales, Operations, & Leadership. The top Software skill requested is Microsoft Excel followed by Office and Outlook.

*Based on the The Conference Board® Burning Glass® Help Wanted OnLine™ data series, which provides real-time labor demand gathered from online job ads.

Workforce Staff Directory

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FS (Fort Steilacoom) Welcome
Center, Cascade bldg. 3rd fl.

PY (Puyallup) Student Success
Center, Gaspard bldg., ADM 106

Hours: In-person and remote
service available Monday – Friday,
8am-11am for walk-ins and
afternoons by appointment.

Have a question? Email us at
JCC@pierce.ctc.edu

Tips for Navigating a Job Fair:

Before the Fair:

- Update your resume. Have Job & Career Connections review it and bring enough copies to give to employers.
- Prepare questions to ask employers and answers to questions employers may ask you.
- Research companies attending that are of interest to you.
- Prepare a thirty-second personal commercial that you can use to introduce yourself to recruiters or employers.
- Dress professionally. Make sure your clothing fits comfortably.
- Write down or type up a list of references and job history for filling out applications.
- Keep all of your materials in a professional looking portfolio/folder to carry with you at the fair.

During the Fair:


- Meet first with companies that interest you the most.
- Smile, greet others with a handshake and eye contact.
- Avoid eating, drinking, chewing gum, smoking, etc. around the recruiters. Put your phone or anything distracting away.
- Use professional communication and avoid filler words such as like, um, ah, etc. Articulate and show confidence in your voice; the room will be noisy so make sure the recruiter can hear and understand you.
- Speak to as many companies as possible. This will help you become more comfortable with networking and may open prospects.
- Take notes of companies and recruiters' names you met with and the best way to follow up with them. Bring a small planner or notebook to jot down this information.
- Make sure you are interested in the company, not just their promotional materials and giveaways.
- If you are uncertain of the position you want, give the recruiter information about you that could help determine what positions might be suitable for you such as: skills, experience, education, interests, etc. Let the recruiter know if you are looking for full time or part time work.
- Ask the recruiter if they have any advice they could give you or for the steps you should take to better prepare yourself for the field.
- Approach recruiters alone, not in groups with your friends.

After the Fair:

- Organize materials and applications gathered at the fair.
- Contact companies you are interested in and send in applications and resumes, mentioning the contact at the fair in your cover letter.
- If appropriate, send a thank you card or email to each recruiter with whom you had a serious connection.

Funding Eligibility: Start Next Quarter www.startnextquarter.org, is a quick survey that identifies possible funding sources for degrees or certificates.

Jobs, Work Study, & Internships: <https://pierce.joinhandshake.com>

Need Help?  Find campus and community resource: [Pierce Advocacy and Resource Connections \(PARC\)](#)