

Looking for a JOB in Education?

Here are some of the employers that are looking to hire College of Education students:

- San Francisco Unified School District
- Los Angeles Unified School District
- Alisal Union School District
- Santa Rosa School District
- Fortune School of Education
- Ravenswood City School District
- Unity Schools
- Voices Charter Schools
- Riverbank Unified School District
- San Rafael City Schools

Upload your resume onto SpartaJobs to be included in virtual **Résumé Books*** that employers can access when recruiting for positions!

***Virtual Resume Books** are our virtual collections of student resumes who have opted in to share their resumes with education-related employers. Employers will then directly contact you if they are interested in hiring you for their open position(s).

General Guidelines Before Uploading Your Resume:

1. Make sure to create an updated general version of your resume. Read our guide online: <http://www.sjsu.edu/careercenter/students/find-a-job-internship/resumes-cover-letters>.
2. View the resume sample on our website. For more specific resumes by major, click on "Resume Samples by College."
3. If you don't have a lot of experience, include coursework or projects on your resume.
4. For additional help and advising on resume writing:
 - a. Graduate students: Email carolina.solorzano@sjsu.edu to make an appointment.
 - b. Undergraduate students: Come to drop-in hours at the Career Center, Admin 154 or make an appointment on SpartaJobs.

To Upload Your Resume:

1. Go to SpartaJobs (<http://www.sjsu.edu/careercenter/students/spartajobs>). Go to Profile > Academic on the top bar, and make sure your profile is update with the correct graduation date, year in school, major, and degree level.
2. Go to Resumes/Documents in the top bar, then click Add New. Upload the updated version of your general resume.
3. Go to Profile > Personal on the top bar, then click on Privacy. Click yes on "Employers May Review My Resume." Click Save Changes at the end of the page.

Disclaimer: By using this service, we do not guarantee a job for you.



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Carolina M Solorzano
Senior, Graduating May 2016
Counselor Education, Human Resource Management
carolina.solorzano@sjsu.edu
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Your feedback is welcome. If you are providing feedback about a specific job, please include the job ID#. Thank you!

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☒ yes ☐ no

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☒ yes ☐ no

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