

Career Services for Wharton Undergraduate Alumni



CAREER ADVISING AND ASSESSMENTS

Wharton undergraduate alumni are welcome to schedule an appointment to speak with a career advisor. Appointments can be held in person or over the phone and are free. Please call 215-898-7533 to schedule a time. Standardized career assessments Myers-Briggs Type Indicator (MBTI) and/or Strong Interest Inventory are available for a \$25 per inventory fee.

GRADUATE AND PROFESSIONAL SCHOOL ADVISING

Alumni considering graduate or professional school may want to schedule an appointment to speak with a graduate / professional school advisor. They can discuss the process with you and assist you in preparing application materials. Please call 215-898-1789 to schedule an appointment.

RESUME AND COVER LETTER REVIEW

Career advisors are available to review cover letters and resumes for alumni. Reviews can be conducted via e-mail or during an individual appointment with an advisor. (If you choose to e-mail your materials, please provide a summary of what career field(s) you are considering, so the materials can be reviewed with that information in mind.). Please email: sdross@upenn.edu with your request.

ONLINE JOB LISTINGS

Career Services has launched a job listing platform, Handshake, for both current students and alumni. Please check the Career Services website (<http://www.vpul.upenn.edu/careerservices/handshake.php>) for instructions on how to access the Handshake platform. Wharton undergraduate alumni with significant work experience (5+ years) or an MBA from another institution may also access the MBA Career Management Job Board, [CareerPath](#).

ALUMNI JOB LISTSERV

Occasionally employers ask us to e-mail job announcements to alumni instead of (or in addition to) posting them on Handshake. Please e-mail David Ross at sdross@upenn.edu if you would like to be added to the alumni listserv.

JOB FAIRS

Penn alumni are invited to participate in career fairs sponsored by the Career Services office. Each September we hold the **CareerFIRE** and **CareerLink** business-oriented fairs and **Engineering Career Days**, an event for individuals interested in technical opportunities. We also coordinate a general career fair and a startup fair in February. Alumni should note, however, that recruiters attending career fairs will primarily be focused on hiring entry-level employees. The career fair schedule can be found here: <http://www.vpul.upenn.edu/careerservices/careerfairs/>.

QUAKERNET

QuakerNet is Penn's alumni database, searchable by a variety of parameters. It can provide a wonderful avenue to connect with fellow alumni and is a terrific way to learn more about a particular career field or company. Access QuakerNet at www.myquakernet.com. You may also want to check out the See Alumni feature on LinkedIn.

PENN ALUMNI CAREER NETWORKING

The Alumni Education Office partners with Career Services to offer a wide array of professional development seminars and workshops exclusively for alumni. Whether you are expanding your network and looking for your first job, preparing for a mid-career change, connecting with other executives, or building your professional skills, Penn Alumni Career Networking is your guide. Find out more by visiting the Penn Alumni Career Networking page: <https://www.alumni.upenn.edu/careernetworking>

CREDENTIALS SERVICE

Career Services has partnered with Interfolio to help with maintenance and mailing of credentials letters for interested Penn students and alumni. Additional information can be found here: <http://www.vpul.upenn.edu/careerservices/credentials/>

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