ONE-ON-ONE ASSISTANCE

In support of Quincy College’s mission and vision, Career Services is committed to providing assistance in navigating career and educational planning. Our office develops and sustains positive relationships with students, alumni, faculty, staff, employers, and our community members. These meaningful partnerships, in addition to customized educational experiences, are designed to coach, prepare, and support individuals to become career confident citizens in a global work environment.

We believe that career development is an important process and we encourage you to make a visit to our office and take advantage of the tools, services and informative materials available.

CONNECT WITH US

OFFICE LOCATIONS
Quincy Campus
Presidents Place, Room 203N
617-984-1662
Plymouth Campus
Plymouth Campus, Room 228J
617-405-5923

CONTACT
Karen Salhaney Smizer
Director of Career Development & Internships
ksmizer@quincycollege.edu

OFFICE OF CAREER & WORKFORCE DEVELOPMENT SERVICES

1250 HANCOCK STREET
QUINCY, MA 02169

36 CORDAGE PARK CIRCLE
PLYMOUTH, MA 02360

QUINCY COLLEGE
RESOURCES AND SUPPORT INCLUDE:

- Learn and explore about career options and majors
- Connect with employers through our events
- Apply for internships – cultivate experiential learning and discover volunteer opportunities
- Develop your personal brand and professional etiquette
- Build resumes, write cover letters, and master interviews
- Network and negotiate salary

DID YOU KNOW...

Career Services hosts a number of events throughout the semester.

View events through your Career Kit account or on the Quincy College website at quincycllege.edu/events

WHAT CAN WE DO FOR YOU...

INDIVIDUAL CAREER COUNSELING/COACHING

Individual career counseling/coaching is available to help you: Choose a major, Define a career path, Research career options, Target employers in a specific industry, Start an internship or job search, or Pursue further academic studies.

RÉSUMÉ, COVER LETTERS & INTERVIEWS

Meet with a counselor to have your résumé and cover letter critiqued. Schedule a mock interview to help you be successful in your job and internship search. Learn how to do informational interviews and gain more confidence in building professional relationships.

WORKSHOPS, EVENTS & PRESENTATIONS

Every semester, Quincy College hosts many workshops, employer information sessions, on-campus recruitment events, and special events such as internships, job fairs and employer panels during career awareness week.

ONLINE RESOURCES & SELF ASSESSMENT

Whether you are looking for a job or internship, or seeking professional development opportunities, assessing and exploring your talents and employability one of our online resources will move you closer to reaching your career goals. Through our online resources, results may help you to select your majors and career pathway that compliment your skills and interests.

CAREER KIT, POWERED BY PURPLE BRIEFCASE

Career Kit, powered by Purple Briefcase is one of the Career Services’ tool used to assist students in identifying a career path and engage in the job search process.

Available to students, alumni, and community members:

Create an account or learn more at quincycllege.edu/careerkit