

ST. CATHERINE'S SUPPORT CIRCLE

JOB SEARCH NETWORKING PRESENTATION

GUIDELINES:

- ❑ Once SCSC Meeting Chair has confirmed to you by e-mail that you will be given a 15-minute time slot to gain feedback on your search, please prepare and bring to meeting 20 copies of a one-page summary using the example below as a guide. Attach a copy of your resume. Resume is for attendees' reference only, not for your presentation.
- ❑ First, define criteria to use to identify target companies:
 - The industries or business sectors of focus,
 - Revenue size range for companies you are targeting
 - Targeted geographical location.To identify target companies and names/titles of target contacts, use resources at your library or online – such as Reference USA, D&B, and Million Dollar Directory, Google or LinkedIn advanced people search.
- ❑ In your one page summary, list at least 5 and no more than 10 Target Companies and Contacts. Best to target a named person (and title) who would be at the job level to which the target position in your Job Search Objective reports.
- ❑ Plan to present your one-page summary in about 3 to 5 minutes. This will allow for 10 to 12 minutes of attendee feedback.

ONE-PAGE SUMMARY EXAMPLE:

James R. Smith
jrsmith@emailaddress.com
203-555-5555

1. Job search objective:
 - Marketing Director, large to mid size consumer products company, in metro NY area
2. Key skills:
 - strategic planning, digital marketing, new product development, and sales promotion
3. Most recent 10 years experience:
 - Marketing Director, Consolidated Products Company, 2014 – 2016
 - Product Manager, Consolidated Products Company, 2011 – 2013
 - Account Executive, InterDigital Advertising, 2008 – 2010
 - Merchandising associate, Pathways Supermarkets, 2006 - 2007
4. Education: BA Economics, Clarion University, 2006
5. Target Companies and Contacts:

American Products Corp.	Stuart Mulcahey, VP Marketing
C.R. Evans Products, Inc.	Timothy Davis, CMO
Curtis Foods Corp.	Martin Goldschmidt, VP Marketing
Digital Product Innovations, Inc.	Fred Burns, VP Marketing and Advertising
Emery Products Group Inc.	Frank Evans, VP Marketing
Universal Consumer Products	James Mc Elroy, CMO