**Informational Interview**

Are you still exploring your career options? You can do informational interviews and learn more about the careers in which you are interested! An informational interview is conducted over the phone with a professional working in a career in which you are interested. Questions can be asked regarding how to best prepare for the career and what the person likes best about their job.

**Steps:**

1. Explore career options using Career Shift and Sigi3 to develop a list of potential careers.
2. Find companies or employers on HireAggies or Career Shift that offer the careers of interest.
3. Find a contact in the company using The Aggie Network (under the “Find an Aggie” tab), LinkedIn and/or Career Shift.
4. After finding a contact, send an email or leave a voicemail to ask if they are willing to speak with you. Introduce yourself, how you found their contact and why you are contacting them. You can ask to learn more about their career and their advice for you. (DON’T send your resume or cover letter. You are only gathering information at this time.)
5. Conduct the interview. Be respectful of their time. Try to do more listening than talking.
6. Send a thank you note to the contact.

**Example Questions:**

- Would you tell me about your current position? What educational background do you have?
- How can I best prepare as an undergraduate/ graduate student for opportunities in this field?
- How would you describe the culture your organization or field?

For more information about informational interviews or general interview questions, please make an appointment or visit HireAggies.com – go to Job Search Prep, then Networking.
If you are searching for positions, HireAggies.com, an important tool to consider is the employer directory. This contains basic contact and general information about recruiters that post positions on our website. This allows for you to reach out to recruiters directly if you have questions about the application process, position description or eligibility requirements. The employer directory can be accessed by going to HireAggies.com and clicking on “Access HireAggies.” On the left menu, click “Employers,” then “Employer Directory.”

To receive reminders about any of the science career center events, you can sign up for Remind! This tool sends out text or email reminders. To receive an email go to rmd.at/myeager. You can unsubscribe from these at any time by replying “unsubscribe” to the email notification. For text reminders, send @myeager to 81010 or 979-475-8668. To unsubscribe, simply reply with “unsubscribe @myeager.” Feel free to use this tool so you don’t miss out on any important career events!
Internships
This list is by no means an all-inclusive composition of every available position on our website. For more information about the following positions or to view other availabilities, go to HireAggies.com

<table>
<thead>
<tr>
<th>Field</th>
<th>ID</th>
<th>Location</th>
<th>Employer</th>
<th>Degree</th>
<th>Deadline</th>
</tr>
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<tbody>
<tr>
<td>Math, Chemistry, Physics</td>
<td>110045</td>
<td>Houston, TX</td>
<td>Crystaphase products</td>
<td>BS (U3/U4)</td>
<td>03/30/18</td>
</tr>
<tr>
<td>All Science Majors</td>
<td>110024</td>
<td>Ft. Worth, TX</td>
<td>American Airlines</td>
<td>BS (U3/U4)</td>
<td>02/28/18</td>
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<tr>
<td>Math, STAT</td>
<td>110021</td>
<td>Houston, TX</td>
<td>Calpine Corporation</td>
<td>BS/ MS</td>
<td>03/30/18</td>
</tr>
<tr>
<td>Environmental Science, Health</td>
<td>109966</td>
<td>San Antonio, TX</td>
<td>Andeavor</td>
<td>BS/ MS</td>
<td>03/30/18</td>
</tr>
<tr>
<td>Life Science</td>
<td>108609</td>
<td>Swiftwater, PA</td>
<td>Sanofi</td>
<td>BS (U3)</td>
<td>03/09/18</td>
</tr>
<tr>
<td>Environmental Science, Geoscience</td>
<td>108353</td>
<td>Carrollton, TX</td>
<td>Schneider Electric</td>
<td>BS (U3/U4)</td>
<td>02/28/18</td>
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<tr>
<td>Geoscience</td>
<td>110161</td>
<td>Austin, TX</td>
<td>Texas General Land Office</td>
<td>BS/MS</td>
<td>03/23/18</td>
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<tr>
<td>Environmental Science, Health, Safety</td>
<td>109480</td>
<td>Nationwide</td>
<td>PepsiCo</td>
<td>BS</td>
<td>02/11/18</td>
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<tr>
<td>Geoscience</td>
<td>110019</td>
<td>Ft. Worth, TX</td>
<td>FTS International</td>
<td>BS</td>
<td>05/01/18</td>
</tr>
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</table>

Full-time Positions
This list is by no means an all-inclusive composition of every available position on our website. For more information about the following positions or to view other availabilities, go to HireAggies.com.
### Career Connection: Texas A&M University Career Center's Career News Letter

**Texas A&M University**

**College Station, TX**

**Spring 2018**

**Volume 1, Issue 9**

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### Job Titles and Opportunities

<table>
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<tr>
<th>Job Title</th>
<th>ID</th>
<th>Location</th>
<th>Employer</th>
<th>Degree</th>
<th>Deadline</th>
</tr>
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<tbody>
<tr>
<td>Actuarial Analyst</td>
<td>108933</td>
<td>Houston, Canada</td>
<td>HCC Insurance Holdings, Inc.</td>
<td>BS</td>
<td>03/30/18</td>
</tr>
<tr>
<td>Field Food Safety &amp; Quality Assurance Coordinator</td>
<td>108913</td>
<td>San Antonio, TX</td>
<td>Whataburger</td>
<td>BS</td>
<td>02/12/18</td>
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<tr>
<td>Professional Natural Fellowship</td>
<td>108541</td>
<td>Lanesboro, Minnesota</td>
<td>Eagle Bluff Environ. Learning Center</td>
<td>BS</td>
<td>04/01/18</td>
</tr>
<tr>
<td>Petrotechnical: Geoscientists</td>
<td>108072</td>
<td>Nationwide</td>
<td>Schlumberger</td>
<td>BS/MS</td>
<td>03/31/18</td>
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<td>Quality Assurance Manager</td>
<td>107948</td>
<td>Dallas, TX</td>
<td>Taylor Farms</td>
<td>BS</td>
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<td>R&amp;D</td>
<td>109190</td>
<td>San Antonio, TX</td>
<td>Labatt Food Service</td>
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<td>Virtual Medical Scribe</td>
<td>109328</td>
<td>Various</td>
<td>M*Modal</td>
<td>BS</td>
<td>04/16/18</td>
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<tr>
<td>R&amp;D Tech</td>
<td>110223</td>
<td>Dallas, TX</td>
<td>Aerotek</td>
<td>BS</td>
<td>03/30/18</td>
</tr>
<tr>
<td>Production Supervisor</td>
<td>108582</td>
<td>Brenham, TX</td>
<td>Bluebell Creameries</td>
<td>BS/MS</td>
<td>04/30/18</td>
</tr>
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### Other Opportunities

The following internship/full-time opportunities are not listed on HireAggies.com and more details on each are given below.

1) EcoFellowship – 11 month fellowship for graduating seniors
2) Walt Disney World Science-- 6 month Internships for current students and recent graduates
3) Relay Teaching Residency
4) AmeriCorps
5) Pacific Primate Sanctuary
6) Master of Biotechnology Program Informational
7) Kaplan Test Prep – free test prep
1) The Center for EcoTechnology is seeking five energetic, passionate college graduates to join our professional staff to help people and businesses conserve energy and reduce waste. The EcoFellowship is an 11-month paid fellowship program that gives emerging environmental professionals the opportunity to support CET’s initiatives to assist residents, students, institutions and businesses across the region in energy efficiency, green building, renewable energy, and waste reduction.

**EcoFellowship Qualifications:**
- We are looking for creative and energetic college graduates (bachelor degree required) with an interest in energy efficiency, renewable energy technologies, climate change, recycling and resource conservation. Previous experience through volunteering, internships and/or professional work is required.
- Commitment to the entire Fellowship program, from August 6, 2018 to June 28, 2019, is required.
- Fellows work a flexible schedule (40 hours/week) that requires some evening and weekend hours as needed.
- Computer skills required, experience in creative uses of social media and/or graphic design preferred.
- Driver’s license and reliable, insured transportation is required.
- Ability to lift and move 30lb will be required as necessary for certain placements.
- Background checks and drug testing will be required for all positions.
- CET is an equal opportunity employer and encourages all to apply.

**EcoFellowship Salary and Benefits:**
- **Salary:** Pays $11.50/hour for 40 hours/week (for the duration of the program), with an additional $2,000 bonus at the completion of the program.
- **Benefits:** Health Insurance; paid sick, holiday and vacation; 403(b), supplies and mileage reimbursement
- **Professional Development:** Two-week orientation; monthly professional development opportunities, opportunity to attend conferences, networking and career development

2) Walt Disney World The Agricultural Sciences team is looking for undergraduate college students and recent graduates who have received their Bachelor’s degree within 6 months of our internships’ start dates to participate in our fun and challenging six-month hands-on internship in several different agricultural and science education fields including Plant Science, Entomology, Biotechnology, and Aquaculture. **Desired majors** include but are not limited to: Ag. Communication, Ag. Education, Agribusiness, Agriculture, Agronomy, Aquaculture, Aquatic Biology, Biology, Biotechnology, Botany, Crop Science, Biological and Biosystems/Agricultural Engineering, Entomology, Environmental Horticulture, Fisheries, Food Science, Horticulture, Landscape Design, Marine Biology, Microbiology, Molecular Biology, Ornamental Horticulture, and Plant Science. We are currently looking for students to fill internships for the **Fall 2018 term** (June 2018 – January 2019). The deadline to apply will be in mid-February, but please apply as soon as possible to get the process started.

Interested students should apply online at [http://www.disneyinterns.com/science](http://www.disneyinterns.com/science). At the bottom of the page, they can click “Search Jobs” then do a keyword search for “Agricultural Sciences” to view internship postings about the Plant Science, Entomology, Biotechnology, and Aquaculture internship positions along with many other science related internship openings. They should attach their cover letter, resume and school transcript to their application. Selected students will be interviewed via phone to further discuss the internship. If students have any questions with accessing the site, please have them email us directly at WDW.EPCOT.Science.Internship@disney.com.
3) Relay Teaching Residency

4) AmeriCorps Many of our students take advantage of AmeriCorps and Peace Corps opportunities after graduation. It was just announced that there are over 500+ Employers of National Service to hire alumni after they finish their service. There is a full list of the employers here: bit.ly/500Employers. There is also a short video about this at https://youtu.be/J_ETFis4Tzo.

5) Position Available (on-going) for New World Primate Caregiver/Documentarian at Pacific Primate Sanctuary, Maui, Hawaii Looking for someone with a background and interest in animal husbandry, welfare and conservation, exotic veterinary medicine, biology, and related fields. We need a good, clear communicator (written and spoken English), and coordinator with a minimal personal agenda, who seeks mutual growth for all and is able to make a long-term commitment to the primates and the staff. The Pacific Primate Sanctuary Internship is an in-depth one-year experience. This is more than a full-time position and includes on-call duties.

The internship is organized into three training modules. The first module focuses on animal care giving (providing daily care, preparing food, cleaning enclosures, administering medications, providing enrichment, and nurturing to 45+- monkeys), an introduction to primate behavior, facility maintenance, and documentation. Documentation responsibilities include: data entry (Mac- Excel, Word, Mail), PPS Manual updates, detailed record-keeping, literature review and research, and providing shift reports utilizing the SOAP format to report on the medical status of each animal. In the second module, the concentration is on emergency care and behavioral conditioning, and the third on colony management, volunteer training, and an Independent project. The Independent Intern Project is an opportunity for advanced study in a chosen area, depending on an Intern’s interests and skills. For those interns wanting to remain at PPS, a fourth module, in sanctuary management, may be offered.

Financial independence for personal expenses is required (estimated by interns to be approximately $35-$50 a week). We provide a fully furnished and equipped 24-foot Yurt or a 16-foot Yurt (traditional round structures designed specifically for tropical living) and utilities. An organic garden and fruit orchard are available on-site. The Yurt is adjacent to the Sanctuary on a large piece of rainforest property with its own bathroom facilities. You would be trained by experienced members of our staff in all aspects of New World primate care (Callitrichidae, Cebus, and Ateles) and may become eligible for certification as a Primary Animal Caregiver.
Please begin making application for the position by submitting the following: your letter of intent in making application, your resume/CV, and three Letters of reference (from instructors, employers etc.). All documents should be sent via email as they become available. Citizens of foreign countries must secure their own visas and permits independently.

The PPS Team looks forward to hearing from you!
Sanctuary Phone & Fax: 808. 572.8089
E-Mail: pacificprimatesanctuary@gmail.com
Blog: http://pacificprimate.blogspot.com
Internet: http://www.pacificprimate.org
Facebook: http://www.facebook.com/PacificPrimateSanctuary

6) Master of Biotechnology (MBIOT) Program at Texas A&M University
The MBIOT Program is an 18 month non-thesis graduate degree that provides an innovative interdisciplinary curriculum combining hands on science, business/entrepreneurial training, and an immersive internship experience in the biotech industry.

If you are interested in the MBIOT Master’s Degree Program, the Biotechnology Society invites you to attend an upcoming informational meeting on February 12, at the Jack Brown Engineering Building, Room 111, 6:00 - 7:00 pm. The MBIOT Program Chair, current students, and biotech industry representatives will be there! MBIOT students intern at such companies as Boehringer Ingelheim, CT; Lexicon Pharmaceuticals, TX; MD Anderson Cancer Center, TX; Monsanto, CA; Asuragen, Inc., TX; Zoetis, NC; Pfizer, MA; USDA, TX; etc. MBIOT graduates work as associate scientists, microbiologists, validation analysts, quality control analysts, associate managers for scientific affairs, and market analysts at biotechnology companies around the USA such as Lonza, TX; Monsanto, CA; Sanofi Genzyme, MA; Novavax, Inc., MD; Baylor College of Medicine, TX; FUJIFILM Diosynth Biotechnologies, TX; MD Anderson Cancer Center, TX; Singulex, CA and many others.

We look forward to seeing you at the meeting! Please send us an email if you have any questions!

Victoria Morrison, Graduate Student, President, Biotechnology Society
Master of Biotechnology (MBIOT) Program, Texas A&M University
Victoria_bittleston@tamu.edu
7) Kaplan
The Kaplan Test Prep service is offering free GRE prep during the week of February 17th. Sessions include:
- Picking numbers: a key strategy for problem solving and quantitative comparison questions
- Short verbal: learn to tackle text completion and sentence equivalence
- Advanced statistics: get prepared for the occasional challenging statistics question
Reserve your spot in the course at kaptest.org!

8) Fish and Wildlife Service
In 2018, the U.S. Fish and Wildlife Service (FWS) will partner with the Student Conservation Association (SCA) for the FWS Directorate Resource Assistant Fellows Program (DFP). DFP provides undergraduate rising seniors and graduate students who are interested in conservation or other related careers with a full-time,11-week opportunity that supports FWS conservation priorities.

Undergraduate rising seniors and seniors who will not yet have completed their degree requirements prior to the completion of their fellowship are eligible to apply for all 55 projects. Graduate students are eligible to apply for 8 of the projects, which are identified below, throughout the SCA Application process, and at https://www.fws.gov/workforwildlife/dfp.html. Projects include 40 biology or fisheries projects, 12 outreach or human dimensions projects, and 3 in other fields.

Applications for the 2018 Directorate Fellows Program are open through midnight (EST) February 22, 2018!

Attached is the 2018 DFP Announcement Flyer. Application and project information is also posted on the USFWS Work for Wildlife site here: https://www.fws.gov/workforwildlife/dfp.html.

9) Mickey Leland Environmental Internship Program
Undergraduate and graduate college students learn about environmental issues and gain professional work experience through a paid, full-time summer internship, either at the TCEQ, other state agencies, or in the private sector. Apply January 1, 2018- March 9, 2018 for summer 2018 internship assignments in Texas.

You must meet all internship requirements to be eligible to participate.

• You must be an undergraduate student and have completed at least 60 semester hours at the end of the spring 2018 semester or be a current graduate student enrollee. This internship program is open to eligible undergraduate AND graduate students enrolled at an accredited educational institution in Texas, across the United States, or outside of the United States.

• You must be enrolled full time during the current spring semester and have a minimum academic grade point average of 2.0 on a 4.0 scale at the time of application.

• You must be eligible to work in the United States.
• You should be enrolled in environmental or other science-related disciplines including, but not limited to, the following:

How to Apply:
First, submit an online application form. Applications accepted January 1, 2018 - March 9, 2018. **If possible, submit your online application first before submitting any supporting documents.**

Next, submit all of the following supporting documentation (may be submitted separately or together):

• a professor's letter of recommendation; only submit ONE letter of recommendation.

Professor may email letter directly or you may email the letter. There is no specific form or format for the letter of recommendation.

• current official academic transcript to include courses in progress current spring semester. A scanned and legible copy of official transcript may be submitted by student. Official transcript sealed and sent directly by university is also acceptable, but not required. Unofficial copy of transcript does not meet program requirements and will not be accepted.

• verification of current spring semester enrollment (required only if transcript does not list courses in progress during current spring semester)

E-mail documentation to: internship@tceq.texas.gov

Program Contact:
Juanita Baldwin, SHRM-CP, PHR
Recruitment and Internship Coordinator
512-239-0105 or juanita.baldwin@tceq.texas.gov