

# Goizueta Business Library

*Creating Bridges to Knowledge*

## Career Changers: Start Here!

### Explore your options

Vault and Wetfeet offer excellent PDF guides focused on career options and top companies in a variety of fields for new MBAs. You may download the 100-300 page PDF guides and browse through fields you are considering.

#### **Vault Guides**

<http://business.library.emory.edu/eresources/title/view.php?erid=52>

#### **Wetfeet**

<http://business.library.emory.edu/eresources/title/view.php?erid=55>

### Prepare to Network

Networking is a great way to get to know others who are working in the field you're interested in transitioning to. Meeting people at industry association events or through alumni connections gives you opportunities to ask for an informational interview. It's also a good way to make contacts who may keep you in mind when they are hiring.

Not quite sure how to network? There are many books to give you tips and conversation starters.

#### **Vault Guides**

<http://business.library.emory.edu/eresources/title/view.php?erid=52>

- Start with the *Vault guide to Schmoozing*
- Download this and other 100-300 page guide in PDF

### Identify Associations

Professional associations often offer student membership rates, and can help you make contacts in your target industry and function. Meeting with alumni and other contacts in your industry and function of interest can give you an advantage when applying for jobs, and help demonstrate your interest in the industry.

#### **Associations Unlimited**

<http://business.library.emory.edu/eresources/title/view.php?erid=2>

- Contains detailed listings for over 460,000 international and U.S. national, regional, state, and local membership organizations in all fields.

#### **Alumni Directory**

<http://goizueta.emory.edu/alumni/directory.html>

- Search for Goizueta alumni by function, company, state, industry, and many other criteria

#### **Emory Career Network (ECN)**

<http://www.alumniconnections.com/olc/membersonly/EMR/networking>

- Search for alumni and friends across Emory who have offered to help students make career contacts

## Develop a Target List

Create company lists by industry or location to help you focus your job search. You can cross check this list against the Alumni Directory or the ECN as you network.

### Hoovers

<http://business.library.emory.edu/eresources/title/view.php?erid=25>

- 19 million public and private company profiles include industry description, history, products and operations, subsidiaries, and competitors
- To create a target list click on "Build a List" and select from criteria including geography, number of employees, sic code/industry description

## Detailed Industry and Company Information

Research the industry and company prior to informational interviews and networking events. These resources provide PDF reports on both companies and industries that you can review before any meeting.

### Marketline Business Information Center

<http://business.library.emory.edu/eresources/title/view.php?erid=70>

- Contains substantive profiles of 10,000+ U.S. and international public and private companies, 2500 industries and 100 countries
- Profiles include business description, history, major products and services, locations and subsidiaries and links to top competitors
- The 1000 largest company profiles also include a SWOT analysis

### S&P NetAdvantage

<http://business.library.emory.edu/eresources/title/view.php?erid=47>

- Locate in-depth industry overviews for 52 industries
- Identify key financial and competitive analysis of 7,000 public companies

## More Research Suggestions

### Careers Portal Page

<http://business.library.emory.edu/info/career/>

- Find more information about creating target company lists, salary research, locating Associations, preparing for interviews and specific suggestions for F-1 Visa holders
- Specific suggestions based on industry and functional areas are also available

## Have Questions?

The suggestions above are just a sample of the resources available to you. Set up a personal appointment to identify resources for your specific job search!

**e-mail:** Ask a Librarian on First Class: [ask\\_a\\_librarian@bus.emory.edu](mailto:ask_a_librarian@bus.emory.edu)

**phone:** Susan Klopper 404/727-1641 / Malisa Anderson 404/727-1622

**Susan at EvMBA Program Suite:** 5:00-6:30 PM: Monday and Wednesdays

**Library Hours:** <http://business.library.emory.edu/about/hours.html>

Remember, there are a variety of career paths you can choose from; don't limit yourself! Check with the coaches at the MBA CMC to see what job postings and career paths you may wish to consider!