

ALUMNI RESOURCES & SERVICES

Career Coaching

Career coaches are available for individual appointments to facilitate the process of conducting an effective job search. Alumni may meet with a career coach three times per academic year.

Handshake

Handshake allows eligible alumni to register online for on-campus recruiting and to view postings for part-time and full-time positions. Refer to www.rmu.edu/cpdc. Click on “Handshake” and then “Alumni.”

Robert Morris University Career Network

<http://tinyurl.com/cxqtfk3>

This LinkedIn group is managed by the Career and Professional Development Center (CPDC) and provides an opportunity for RMU students, alumni, faculty and staff to connect with each other about career-related topics. Alumni may share career information and advice with students and network with other alumni.

On-Campus Recruiting

Local and regional employers visit Robert Morris University to interview students and recent alumni for full-time professional openings. Eligible alumni include those who graduated in the previous academic year from a degree, certificate, or diploma-granting program and are in good standing with the University. Interested students and recent alumni submit resumes online and, if selected, schedule on-campus interviews online through Handshake.

Off-Campus Recruiting

Hundreds of employers contact the CPDC each year seeking candidates for a variety of full-time professional positions. These jobs are posted through Handshake. Interested alumni submit resumes online and, if selected, are contacted directly by the employer to set up an interview at the employer site.

Events

The CPDC sponsors a variety of career fairs, networking events, and job-search related workshops. For details, refer to the “Events” section of Handshake.

Vault

Vault is a comprehensive career resource that includes industry and profession overviews; employer rankings and profiles; a job and internship database; career articles, blogs and videos; sample resumes, cover letters and interview questions; and over 100 career guides. Alumni may access Vault through the “Career Resources” section of the CPDC website and through Handshake.

Office Location

Career and Professional Development Center

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Benjamin Rush Center
Moon Township, PA 15108

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Staff

Kishma DeCastro-Sallis, Director
Beth Miller, Assistant Director
Marla Burgess, Career Coach/Student Employment Coordinator
Debra Ignelzi, Career Coach for Online Students
David Munn, Career Coach
Carole Weldon, Career Coach
Sheila Broman, Coordinator- Internships & On-Campus Recruiting

Office Hours

Monday through Friday, 8:30 AM - 5:00 PM*

* Extended service hours may be available.
Please contact the CPDC for information.