



# CBE Professional Development Program

## Fall 2017 Schedule

### **Thursday, September 7 – Resume Marathon**

Have your resume reviewed and receive quick resume critiques on a first come, first served basis. Co-sponsored by the Center for Career and Professional Development (CCPD).

11 a.m. – 4 p.m. in STEPS Building

### **Tuesday, September 19 – Ethics and the Job Offer**

Educate yourself about the ethical responsibilities and expectations that come with a job offer and decision-making deadlines. This discussion will include negotiation, benefit packages and dealing with multiple offers at once.

Presenter: Matt Melone – Professor, Perella Department of Finance

4:15 p.m. in RBC 091

### **Monday, September 18 through Friday, September 22 – Interview Prep 101: Mock Interviews**

Practice your interview skills and receive immediate feedback from experienced interviewers and successful business leaders in your desired industry. Students must sign up for interview times through Handshake.

9:00 a.m. – 4 p.m. in the Center for Career and Professional Development, RBC 484

### **Thursday, October 5 – Case Interviews with Deloitte Consulting, LLP**

Case interviews are two-way conversations that demonstrate the ability to think creatively in unfamiliar businesses. Your interviewer will describe a strategic or operational challenge and you'll have to reach defensible conclusions in a short period of time. While these skills are common to successful consultants, they are important tools for other areas as well.

4:15 – Networking Reception immediately following at 5 p.m.

### **Thursday, October 12 – The Art of Networking**

Making small talk in a room full of strangers can be nerve-racking, especially when attempting to make connections or a positive first impression. Learn from a Lehigh alumnus who has mastered the art of networking and will share tips and advice on how to work a room, make an introduction and ultimately a good impression.

Presenter: Jonathan Green '92 - Partner, Targeted Financial Services, LLC

4:15 p.m. in RBC 091