

SOUTHWESTERN COMMUNITY COLLEGE	STUDENT SERVICES CAREER SERVICES OFFICE	Policy 6.04.01
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Southwestern Community College offers career planning and placement services to assist students, alumni, and prospective students in evaluating their skills, interests, aptitudes, and abilities. Appointments may be scheduled for individual assistance in resume preparation, developing interviewing skills, career assessment, and reviewing job-hunting strategies. Employment information is maintained through job placement notebooks, posting on a job placement bulletin board, and distribution of job announcements to appropriate faculty.

Adopted: July 2003

Revised: October 28, 2014