International Students

Resources for the U.S. Job Search

What can Cornell’s career offices do for me?

Cornell has career offices located across campus that can help you:

- Learn about potential careers that build on your skills or personal interests
- Articulate how your experiences have prepared you for an academic or non-academic career
- Develop a job search strategy
- Find internships and jobs through online databases, websites, and print resources
- Prepare internship and job application materials
- Practice for interviews
- Negotiate job offers

Where do I go to get help?

Students can visit their own college/school career office or the university-wide office located in Barnes Hall. If you would like to make an individual appointment with a career advisor for assistance in your career exploration and job search, please go to the office or call the office. Locations and phone numbers for the offices are listed on the back of this handout.

- If you are an undergraduate student, contact the career office in your college or school.
- If you are in a professional master’s degree program (such as MBA, DVM, MILR, MPS, MENG, MPH, MMH, or CIPA), please contact your program’s office.
- If you are a research MA, MS, or PhD student intending to pursue a career outside of academia, contact the career office for the school/college most closely related to your graduate field. However, if you are affiliated with the Colleges of Architecture, Art, and Planning, Arts and Sciences, Human Ecology, or Veterinary Medicine, please contact the university-wide office in Barnes Hall, as all graduate student career advising services are handled through this office.

If you would like additional assistance with your career plans beyond what your college/school offers, please make an appointment at the university-wide office to meet with Anne Poduska, the Graduate & International Student Career Advisor.

How do I find information about U.S. employers that will hire international students?

Although you may be eligible for Optional Practical Training (OPT) or Curricular Practical Training (CPT), these are only short-term work authorizations. To work long-term in the United States, it is likely you will need H-1B sponsorship from an employer. Please contact the International Students and Scholars Organization (ISSO) office for more specific information about your particular visa status.

The following resources can help you identify employers who might be able to sponsor H-1B visas.

Handshake

This web-based system includes job and internship postings and campus events. Employers indicate in their job descriptions whether they can sponsor students for an H-1B visa, and you will be eligible to apply for jobs advertised by those employers or for short-term jobs or internships that are covered by your OPT/CPT. Although this can be a valuable resource in your job search, we encourage you to consider Handshake as one source—not the main source—of opportunities. Log in to Handshake at career.cornell.edu.

CCS International Student Website

At career.cornell.edu… Students…International Students, an Excel spreadsheet lists some of the employers who have posted jobs for Cornell international students. This spreadsheet includes information such as job/internship title, industry, degree, and the Cornell college/school from which the employer was interested in hiring students.

Online Databases

It may be easier to find employment with companies that have branches both in the U.S. and in your home country. The Johnson Management Library (johnson.library.cornell.edu) has links to career-related databases, including Uniworld, which contains information about multinational companies, and Hoover’s Online, that allows for region-specific job searches. Other databases can be found in the Link Library of the CCS webpage at career.cornell.edu… Resources… Link Library.
What additional career resources are available?

**OptimalResume™**
This resource provides sample resumes and cover letters, templates to help you create your resume and cover letter, and job descriptions and typical skills by linking to O*Net, a database of occupational information. You can also practice your interviewing skills through the Optimal Interview tool. Create your account at cornell.optimalresume.com.

**On-Campus Events: Career Offices**
Programs are held year-round and include the campus-wide Career Fair held every September, panel discussions, job-search workshops, fellowship information sessions, alumni networking opportunities, and skill-specific workshops such as networking and interviewing skills. All Career Services events are advertised on the CCS Events Calendar at career.cornell.edu… Events… Calendar.

**Websites**
The CCS Link Library contains a number of links to fellowships, internships, and resources detailing employer information and job opportunities. Each college/school also has a career website that can provide more discipline-specific career guidance; some also include links to alumni databases for students affiliated with that college/school. Visit career.cornell.edu… Resources… Link Library.

**Libraries**
Barnes Hall hosts a career library open to all Cornell students. Resources include books, journals, and test preparation materials. Several college/school career offices have libraries containing additional information that pertains to disciplines within the college or school. These may include books, magazines, and pamphlets. You may conduct an online search of all career library resources through the website at career.cornell.edu… Resources.

**Media Library**
View audio and video recordings of previous presentations. Topics include interviewing skills, launching a job or internship search, career paths, networking, and more. Visit career.cornell.edu… Resources… Media Library.

How do I contact my career office?

**University-Wide**
103 and 210 Barnes Hall
607/255-5296

**College of Agriculture and Life Sciences**
140 Roberts Hall
607/255-2257

**College of Architecture, Art, and Planning**
103 Barnes Hall
607/255-5296

**College of Arts and Sciences**
248 East Avenue
(Between Goldwin Smith and Lincoln Halls)
607/255-4166

**College of Engineering**
201 Carpenter Hall
607/255-5006

**College of Human Ecology**
172 Martha Van Rensselaer Hall
607/255-2988

**College of Veterinary Medicine**
S2 009 Schurman Hall
607/253-3700

**Cornell Institute for Public Affairs (CIPA)**
190 Caldwell Hall
607/255-5587

**ILR School**
201 Ives Hall
607/255-7816

**Johnson Graduate School of Management**
202 Sage Hall
607/255-4888

**Law School**
144 Myron Taylor Hall
607/255-5873

**School of Hotel Administration**
180 Statler Hall
607/255-6376