Undergraduate Internship Program

Engineering Career Development
Fall 2019 Checklist

Freshman Year

Enroll in ENG 23: Finding An Industry Internship Seminar
  • Check out the course flyer for more information

Feedback & Advising
  • Join MentorSEAS.
    o Ask your mentor for advice about activities and experiences they found valuable.
  • Attend faculty advising hours.
  • Set up an appointment with a Career Engagement Educator through Handshake.
  • Attend Undergraduate Internship Program drop-in advising hours if you have any questions.
  • Join UCLA One and request an alumni mentor.

Professional Networking
  • Create a LinkedIn account.
  • Check out virtual info-sessions on Handshake

Resume-Building Experiences

Technical Experience
  • Take Engineering 96 for an introduction to hands-on engineering projects.
  • Talk to professors’ whose research interests you about working in their lab.

Tools & Resources

Searching
  • Create a Handshake account and complete your profile.
  • Use Handshake’s built-in job search function to find relevant opportunities.
  • Use LinkedIn’s job search function to find relevant opportunities.
  • Visit the UCLA Engineering Career Pathway Resources website for internship and job postings.
    https://www.seasoasa.ucla.edu/internship-opportunities-2
  • Specific engineering professional organizations (such as AIChE) usually have their own job boards.

Applying
  • Apply through Handshake or the company’s Careers website.
  • Provide your resume at info sessions and career fairs.

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