

Management Training/ Entry Level College Grad Programs (for any major)

Not sure what you want to do after college? Are you having a hard time finding a career in your major and are just looking for ANY job? You do not have to settle for ANY job.....you can actually start a career path and earn a pretty decent salary working for a large company in a management training program or entry level college grad program. These companies respect the fact that you have earned a college degree and are willing to spend time and money training you to be the rising stars of their company. These programs typically hire any major and are looking for people who are not afraid to take the next step towards an amazing career within their company. They will train you and help you find a perfect fit for your talents in their company. Read on to learn more about these great careers for students who want to find success in the most unlikely places.

Perks of Management Training/ Entry Level College Grad Programs

- Most large companies hire college graduates with a four year degree in any major to join their training programs.
- Many of the companies who have offices locally interview students for these training positions on campus in the Career Development Center twice a year during On-Campus Interviews. Students do not need to apply directly to the company in hopes they will get called for an interview. Students eligible to participate in the On-Campus Interviews automatically get an interview by working directly with the Career Development Center.
- Training programs offer students the ability to transfer within the company to a higher position and/or a different location.
- Many training programs start at \$30,000-\$45,000 or more a year and include benefits.
- Training programs offer students a structured work environment where they are taught everything they need to do and training programs are a great place to apply skills learned in college to the real world.
- Many programs offer internships so students can see if they like the company and the company can see if the student is a match before a full time position is considered.
- Training programs give students the ability to work side by side with other college graduates in a fun working environment.
- Many people who hold key positions in these companies started as a trainee.
- Training programs hire students year round for so it is possible to start a career immediately after graduation .

Qualifications from a REAL Job Description (become familiar with real job descriptions, qualifications, and skills)

Trainee Position: We are looking for self-motivated, entrepreneurial college graduates who are seeking a professional career opportunity with a growth oriented company. This candidate must possess diverse communication skills as well as a strong work ethic and drive to succeed. Personal and financial growth

Potential Action Verbs for Resume (words to use to preface skills in active or past tense depending on experience)

- | | | | |
|---------------|----------------|----------------|----------------|
| • Accepted | • Evaluated | • Modified | • Restructured |
| • Advised | • Facilitated | • Monitored | • Reviewed |
| • Analyzed | • Formed | • Motivated | • Scheduled |
| • Approved | • Headed | • Observed | • Solved |
| • Assessed | • Helped | • Organized | • Succeeded |
| • Checked | • Identified | • Participated | • Supervised |
| • Corrected | • Implemented | • Performed | • Supported |
| • Created | • Improved | • Proposed | • Surveyed |
| • Cultivated | • Increased | • Provided | • Tailored |
| • Defined | • Initiated | • Received | • Taught |
| • Developed | • Inspired | • Reduced | • Translated |
| • Devised | • Insured | • Reorganized | • Transmitted |
| • Drafted | • Investigated | • Reported | • Updated |
| • Established | • Launched | • Researched | • Upgraded |

Potential Key Words and Skills for Resume (To be used in phrases or with action verbs)

Skills and Traits

- | | | | |
|-----------------------|-------------------|------------------------|------------------------|
| • Adaptable to Change | • Entrepreneurial | • Team Player | • Microsoft Outlook |
| • Competitive | • Fast Learner | Computer Skills | • Microsoft PowerPoint |
| • Conscientious | • Flexible | • Adobe Products | • Microsoft Publisher |
| • Customer Centered | • Innovative | • Internet Research | • Microsoft Word |
| • Dependable | • Motivated | • Microsoft Access | • SPSS |
| • Energetic | • Professional | • Microsoft Excel | • Quickbooks |
| | • Responsible | • Microsoft FrontPage | • Website Development |

Companies with Local Offices that Hire Students for Training Programs (any 4-year degree generally accepted)

Abercrombie & Fitch	http://www.abercrombie.com/anf/index.html
AMC Theatres	http://www.amctheatres.com/careerops/eldp.html
Bank of America	http://www.bankofamerica.com/careers/index.cfm?template=recruiting
BFS Retail & Commercial Operations, LLC	http://www.bfmastercare.com/career_paths/sales_management.jsp#1
Centex Corp.	http://www.centex.com/college_students_1.htm
C.H. Robinson	http://www.chrwjobs.com/get_into_the_game.htm
Countrywide Financial	http://www.countrywidecareers.com/
Enterprise Rent-A-Car	http://www.erac.com/recruit/mgmt_training.asp?navID=home
Farmers Insurance	http://www.farmers.com/FarmComm/WebSite/html/common/job_opportunities.html
Ferguson Enterprises, Inc.	http://www.ferguson.com/Recruiting/college_recruiting.shtml
Finish Line	http://www.finishline.com/store/corporate_info/employment.jsp
Gap Inc.	http://www.gapinc.com/public/Careers/car_col_mit.shtml
General Electric	http://www.gecareers.com/GECAREERS/html/us/studentOpportunities/leadershipPrograms/entry_Level.html
Hertz	http://209.235.210.171/index_flash.cfm
HSBC	http://www.hsbc.com/hsbc/careers
Ingersoll Rand	http://www.ingersollrand.com/careers/adp.html
JC Penny	http://jcpenny.recruitmax.com/ENG/careerportal/job_list.cfm?szSearchType=Advanced&szCategory=19
Maxim Healthcare Services	http://www.maxhealth.com/employment/sales.asp
Mercury Insurance	http://career.mercuryinsurance.com/joblistings.asp
Mervyn's	http://www.mervyns.com/corp/college_recruiting.aspx
MetLife	http://www.metlife.com/Applications/Corporate/WPS/CDA/PageGenerator/0,4132,P7674,00.html
Petco	http://www.petco.com/Content/Content.aspx?PC=collegerelations&Nav=122&=&
Progressive	http://jobs.progressive.com/training.asp
Sears Holding	http://www.aboutsears.com/careers/college/undergrad/retail_management_trainee.htm
Sherwin Williams	http://www2.sherwin-williams.com/recruitment/career_paths/default.asp
Target	http://sites.target.com/site/en/corporate/page.jsp?contentId=PRD03-000488
Teach for America	http://www.teachforamerica.org/looking.html
Walgreens	http://www.walgreens.com/about/careers/retail/training.jsp?cf=ln
Wal-Mart/ Sam's Club	http://walmartstores.com/GlobalWMStoresWeb/navigate.do?catg=263
Wells Fargo Financial	https://www.wellsfargo.com/employment/undergraduates/fulltime/