

NOW HIRING**Apply Today****Student Employment Services**
"HOT SEASONAL JOBS"**Tech Support Specialist, – \$14.15/hr (Job #2314151)**

Description: Single point of contact for all technical support for internal associates across entire enterprise, and/or external clients. Serve as a liaison between associates and/or clients, Information Technology, functional areas and management, support groups and the business units. Utilize software solutions, knowledge base, personal knowledge, and computer systems to resolve and track user incidents.

Requirements: Technical support experience or the equivalent through a combination of education and related work experience. Some experience in supporting Microsoft operating systems, networking connectivity, computer peripheral equipment, software applications and remote control.

Project Instructor, – \$14 - 17/hr DOE (Job #2363231)

Description: Two hours per day in the afternoon Monday through Thursday, working with first through sixth graders in an after school program at various local elementary schools.

Requirements: Very comfortable and enjoy working with groups of children. Must have own vehicle and valid driver's license. Have a live scan background check as required by the school district.

Customer Service Associate, – \$10/hr (Job #2398273)

Description: Provide customers with friendly, helpful service and product advice. Have strong communication skills and computer proficiency in a Windows environment.

Requirements: Previous experience with customer service in a call center or retail environment. Excellent listening skills; professional verbal communication skills; strong knowledge of back office applications. Demonstrate excellent customer service skills. Must have working knowledge of MS Word and Excel.

For more information, stop by the Student Employment Services Office in Building 60 Room 145!



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BUILDING 60, ROOM 140, 145 & 146
JANUARY 2012!



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The Career Chronicle

GROSSMONT COLLEGE CAREER CENTER/STUDENT EMPLOYMENT SERVICES

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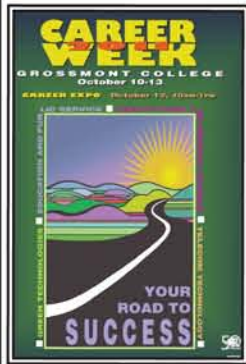
Traits of Successful People

Successful people are all born the same way we are and yet they seem to have something that propels them to extraordinary heights. Whether it is in business, finance, politics, sports or life, each individual can learn how to be successful.

An insight into the lives of successful people will reveal the traits of what it takes to become successful. If you consider the characteristics and qualities of people who inspire you, a better understanding of traits they have in common may begin to develop you into the person you want to be to achieve personal and professional goals.

Successful People

1. Work Hard - They realize a high-level of success starts with a recognition that hard work pays off.
2. Are Incredibly Curious And Eager To Learn - They study, ask questions, and read constantly! They take advantage of what they learn and apply it in new and important ways. *Continued on page 3*



HIGHLIGHTS OF CAREER EXPO 2011!

KUDOS to the Fencing and Dancing Departments, ASGC, Inc. and Grossmont College Programs who made the 33rd Annual Career Expo possible!



Job Search During the Holidays!



The holiday season is traditionally when we spend time with our family and friends. Most of us spend it eating, shopping and enjoying each other's company. We are busy searching for *good deals instead of good jobs*.

However, the best time of the year to look for a job is between Thanksgiving and Christmas! The holiday season gets people in a mood of generosity and that can lead to great employment prospects for you!

Opportunities are everywhere. So at the next holiday party, don't forget to expand your network of contacts. Have your resume polished, learn the right interview techniques and hand out a few of your business cards to people you meet. You may just land that next job!

Don Sutaria of Career Quest notes that over the past decade there has been a trend of thought that the job hunt slows down in the months of November and December. Other job hunters have temporarily stopped looking for jobs; therefore, if you continue the search, you will have a statistical advantage to land a desirable job. Keep in mind that company trade shows are over and holiday vacations haven't kicked in so hiring managers are generally available to do interviews. These managers are eager to get new employees who are capable of accomplishing their goals in the upcoming year.

One-year history: Net percentage of HR managers planning to hire administrative professionals



"Choose a job you love, and you will never have to work a day in your life."

- Confucius

...continued from Page 1

Traits Of Successful People

3. **Network** - They usually know lots of people - different kinds of people. They value people and they value relationships.
4. **Work On Themselves And Never Quit!** - They are **not** "overnight wonders." Really successful people work on their personality, leadership skills, management skills and every other detail of life.
5. **Extraordinarily Creative** - They go around asking "why not?" They see new combinations, possibilities, opportunities, and challenges where others see problems or limitations.
6. **Self-Reliant And Takes Responsibility** - They don't worry about blame and they don't waste time complaining.
7. **Are Usually Relaxed And Keep Their Perspective** - Even in times of stress and turmoil.
8. **Live In The Present Moment** - They seem to know that "Now" is the only time they can control. Successful people don't wait, they go for it.
9. **"Look Over The Horizon" To See The Future** - They observe trends, notice changes, see shifts and hear nuances that others miss. Extremely successful people live in the present, with one eye on the future.
10. **Repeatedly Successful People Respond Instantly!** - When an investment isn't working, they sell. When they see an opportunity, they make the call.

