

**NASCC: The Steel Conference
Direct Connect | March 26, 2015 | 1:00 p.m. - 2:30 p.m.
“Tip Sheet”**

When Choosing an Industry:

- Ask yourself what types of projects inspire and excite you.
- Get an internship in your target industry for a taste of the day-to-day work.
- Have short term and long term goals and get with a company that can help you achieve those goals.
- Make career decisions based on best fit of your strengths and passions.

While Interviewing:

- Conduct an interview of the company and evaluate if they're a good fit for you. Office cultures can vary quite a bit.
- Get to know the company and the people you will meet with as much as possible before the interview. The internet can be a great resource.
- Ask about the work that a particular office does. Not all offices within a company are the same or work on the same type of projects.
- Take notes and be sure to follow up after the interview with specifics.

When Hired:

- Build a broad base of experience early on. Be willing to take on as many tasks as possible. Chances are everything learned can be applied to the next projects.
- Be thorough when solving problems. Often times the real problem is not what has been told initially.
- Ask intelligent questions until you fully understand an issue.
- Be aware of garbage in, garbage out when using computer software.
- Develop strong organization skills to successfully document your work.
- Be a good team player. On any complex project it takes many to achieve the goal.
- Communicate, don't assume.
- Learn to learn. New situations and challenges will come up every day – and that's what makes it fun.