



Stony Brook University

The Hunt for...

Jobs and Internships

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The Full Version

- Login to this URL with your CS account credentials:
 - <https://www.cs.stonybrook.edu/members-only/>
- Under “HUNT FOR JOBS AND INTERNSHIPS”
 - Tutorial slides
 - 1+ hour video of special talk given by Prof. Zadok

Outline

- **Before You Apply**
- **How to Find out Where to Apply?**
- **When to Apply?**
- **What to Expect Next?**
- **Handling Initial Industry Contact**
- **During Interviews**
- **Interview Process**
- **Handling Offers**
- **Accepting an Offer**
- **From Internships to Jobs**

Before You Apply

- **Update your resume/CV**
 - Resume advice, run by adviser
 - E.g., list level of skill by months/years
 - More details in <http://www.cs.stonybrook.edu/~ezk/grad-res>
- **Prepare your professional Website (e.g., lab affiliation)**
- **Clean up social sites (e.g., embarrassing stuff)**

- **Take the right courses for your expected industry**
 - Do well in courses
 - Relevant research projects help
 - Lab affiliation
 - Thesis and publications help even more

How to Find Out Where to Apply?

- **SBU Career fairs (usually a month into the semester)**
 - Career center “Handshake” database
- **CS Tech Day, Graduate Research Conference (GRC)**
- **Special industry visitors**
- **Ask advisers, faculty, current/ex-students**

When to Apply?

- **Summer Internships and May graduates**
 - Early in Spring semester (e.g., February)
- **Full-time jobs for December graduates**
 - Early in graduating semester (e.g., October if graduating in December)
- **Do not apply too early**
 - Companies will try to pressure you
 - You get few and worse offers
 - You don't have all your grades, projects, papers yet
 - If they like you, they'll be back
- **Submit as many as you can at once**
 - Usually via Career Center's web portal
 - Or by email (some via your lab's contacts)
 - Some companies have online HR systems

What to Expect Next

- **Wait to get contacted**
 - Nice to have confirmation they *got* your resume
 - Best: you have a friendly “contact” inside the company (e.g., ex-SBU student)
- **Start to “pre-study” in anticipation of interviews**
 - Companies technologies and related tech
 - Companies papers, manuals, web site
 - Be familiar with latest developments in the field

Handling Initial Industry Contact

- **You may get a “cold” call or email**
 - Asking you to interview right away
 - Avoid it: politely ask for 1-2 days extension (because you’re “busy”)
- **Then study the company harder than you ever studied for any exam**
 - Little time, lots to study
 - Company people, group interested in you, products, white papers, manuals
 - Company’s relevant technologies, key research papers published recently
 - Brush up on algorithms and data-structures (often 1st filter)
 - Brush up on programming skills
 - Research labs and R&D company divisions focus more on research

During Interviews

- **Take notes**
 - You won't remember everything weeks later
 - Tell them you're taking notes (looks better, and they don't think you're googling for answers)
- **Listen *carefully* to questions**
 - Ask for clarifications as needed
 - Repeat the question to yourself before you answer
- **OK to ask questions at end**
 - Shows you're interested in company

Interview Process

1. One or more phone interviews

- a) Have a *good* headset for your phone, good connection, quiet place

2. Possible Skype/GTalk video interview

- a) Have a good headset for your computer, good connection, quiet place
- b) Do a mock test of A/V quality
- c) Be presentable visually (dress, shave, hair)

3. On-site interviews (often for jobs, not internships)

- a) Intense, long multi-day series of interviews
 - i. Stay alert: good rest/travel, food/drink choices
- b) Don't let your guard down (e.g., “casual lunch” is still an interview)
- c) Study the facilities and people (e.g., do employees seem happy)

Handling Offers

- **If only one offer, easy choice**

- Take it, or stay in school longer, then try again

- **Multiple offers**

- Discuss with adviser pros/cons of different offers
- Base salary is only one factor (e.g., health benefits, stocks, bonuses)
- Usually 2-week deadline to accept offer
 - Can ask for one short extension, no more
- Ok to negotiate one offer against the other
 - No more than once
- Resist pressure to accept offers too quickly

- **CPT vs. OPT (students with Visas)**

- CPT: most often for summers, can be repeated
- OPT: when you graduate, 12 month clock, one time only.

Applying for CPT/OPT

1. **Student applies via VIS portal**
2. **VIS routes request to dept. for approval**
3. **Student fills out online CS dept. gform**
 1. Include offer letter with date within 7 days of accepting the offer or Feb. 1st at the latest.
4. **CS dept. checks eligibility**
 1. If all ok, approves request, goes back to VIS office
 2. OPT not approved if student can't graduate
 3. CPT not approved if low GPA, "I" grades, not in good standing, reneged on offer, or CPT request doesn't match dates/company in gform
 1. Get "U" grade in CSE-596 if we find problems after CPT approved!
5. **VIS office makes final checks**
 1. If approved, you get an I-20 approved

Accepting an Offer

- Inform by email, phone call, or signed contract
- Wait for confirmation of acceptance
 - At this point, you have **committed** to the offer!
- Then politely tell **all** others that you “decline” or “withdraw”
 - “It was a hard decision, and I really liked you”
 - Cancel any pending interviews/trips *immediately*
- Some companies may pressure you to break contract
 - **NEVER, EVER, RENEGE ON AN OFFER YOU ACCEPTED!**
 - Reflects poorly on you, adviser, department, school, and university
 - You/dept/school get black-listed!
 - You can get legally sued for breach of contract
 - May impact your graduation

Unethical/Poor Behavior (1)

- **Prospective Employees**

- Renege on an offer you accepted for another
- Continue to interview after accepting an offer
- Fly to interview or stay at hotel, at company's expense, but don't show up for interview
- Repeated requests for extensions and higher salaries
- Ask for unreasonably large packages (knowing company can't accept it)

- **Companies report to us such cases**

- We and Career Center investigate
- Penalties to grades, rejected CPTs, "not in good standing"
- Removal from Career Center "Handshake" job database

Unethical/Poor Behavior (2)

- **Companies and Potential Employers**

- Tell you they'd give you an offer but never actually do (in any form)
 - Or taking a long time to give a formal offer (e.g., 6 weeks)
- Give you 1-2 days to decide and no possible extension
- Changing the terms of the job after acceptance
 - E.g., changing a software engineering position to a "tester" position
- Ask you to renege on another offer
- Ask you to use your OPT for a summer internship

- **Students report to us such incidents**

- Career center investigates:
 - Can block employers from access to any SBU student, disallow job fairs.
 - Sometimes we find students misled us (penalties).

From Internships to Jobs

- A foot in the door for a full time job offer
- Show you're a team player, willing to work hard, long hours
- If you do well, your boss will call you in your last week and ask “So, when are you graduating?”
 - That means: we want to give you a job offer now
- Unless you love the company, politely tell them you need more time
 - If they like you that much, they'll hold your offer open for months
- Even if you're almost sure about one company, good idea to interview elsewhere
- Some companies would pressure you to continue work during semester

New: Fall/Spring Internships

- Full information:

<https://www3.cs.stonybrook.edu/~ezk/ms/index.html>

- Briefly:

- Max 20 hrs/week (combined across all employments)
- Intended for those who didn't have an internship already
- Risky if your last graduating semester, if also taking an underload, and interviewing for full-time jobs (feels like 6-9 more credits).
- Need a new offer from employer, CPT, CSE-596, etc.

COVID19 Impact

- Hi-tech industry doing better than others
- Expected to recover faster than other industries
- Some companies have increased their hiring (e.g., Zoom, Amazon, etc.)
- Many companies looking to automate their operations and move online (even small “mom and pop” stores)

Q&A