

Career Resource Center

The Career Resource Center (CRC) is located on the 4th Floor in the Student Success Area of the A. Zachary Yamba Building. CRC services include career guidance and assessment, transfer advisement, cooperative education experience opportunities for pay and/or college credit, skills development for securing jobs, and on-campus job placement through the Federal College Work/Study Program. The Center is open from 8:30 A.M. – 8:00 P.M., Monday through Friday with Wednesday night transfer advisement being offered out of the Evening and Weekend Services Office on the Second Level.

Students are encouraged to visit the CRC in their first year of attendance to utilize career software while determining career paths and job availability. The software includes COIN, Vault, and e-Recruiting and is part of a six-station, internet ready computer lab. The CRC also maintains a resource library with quality texts and videos pertaining to occupational selections and workplace readiness, printed transfer equivalency sheets, templates for resume construction, and career guides which enable students to find jobs and determine appropriate educational goals and related career choices.

In addition to online postings, employment opportunities are made available through on-campus recruitment by area employers, and job fairs are scheduled throughout the year. Transfer Days and Instant Admit Days are also scheduled.

Staff's available to guide students through online job searches and career guidance and assessment software and to advise students concerning transferable credits, transfer applications and fee waivers, transfer scholarship availability, and letters of recommendation for those who will continue their education at the four-year level. Students are also referred to the NJTransfer website for details. Cooperative Education experiences offered through the CRC are related to students' majors or career fields. They are designed to develop workplace credentials for soft skills.

The CRC also collects, tracks, and reports to the Office of Institutional Research graduate survey data — responses of the graduating class for each year concerning employment, transfer to four-year institutions, scholarships offered, and their evaluation of services received at ECC. Information is also obtained from institutions to which our students most frequently transfer. The CRC collects "Hired Student Statistics" resulting from job development initiatives and placements for inclusion in the Federal Fiscal Operations Report and Application for Funds. The CRC conducts classroom visitations, workshops, and seminars to provide information on the department's services.

You may also be interested in:

- [Co-Ops and Internships](#)
 - [Transfer Services](#)
 - [Career path planning with Career Coach](#)
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Contact Information

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