# OFFICE OF STUDENT DEVELOPMENT AND COUNSELING

4TH FL. ROOM 4122 (973) 877-3350

# Welcome to CAREER COACH

TAKE CAREER ASSESSMENT

Take a Career Assessment to learn about yourself and Career Coach will give you career suggestions based on your interests

**BROWSE CAREERS** 

Browse careers and we will give you relevant data on wages, employment, and the training you need

BROWSE PROGRAMS

Browse the available programs that leads to the career you want

ARE YOU A VETERAN?

Find civilian careers related to your military occupation



**BUILD YOUR RESUMÉ** 

Our easy-to-use resumé builder will help you create a professional resumé



FOR ASSISTANCE WITH CAREER COACH PLEASE COME TO THE OFFICE OF STUDENT DEVELOPMENT AND COUNSELING LOCATED IN ROOM 4122 OR CONTACT SHIRLGANDY SAINT JEAN AT (973) 877-3399 OR SSAINTJ2@ESSEX.EDU







# CAREER COACH TOOL

#### STEPS TO SIGN UP:

To Log in to the Career Coach Tool, Please go to the Essex County College's Website at https://www.essex.edu; Click On "Student" and under the Student Services Click On "Career Coach Planning Tool", Then Click on "Sign Up" at the top right corner to create Your Profile.

#### FILL OUT YOUR PROFILE INFORMATION:

- Enter Your First Name
- Enter Your Last Name
- Enter Your Essex County College Student Email Address
- Create Your Password: 8 characters (one upper case, lower case, number or special character)
- Add Your Current School: Essex County College
- Add Your Student ID: Your Essex County College Student ID
- Click On the "I acknowledge that I have read the Privacy Policy" Box
- Click On Create Profile
- Click On "About Me" to Complete Your Profile

### CONTACT

## Ms. Shirlgandy Saint Jean

Assistant Director of Career and Transfer Services

Tel: (973) 877-3399

Email: ssaintj2@essex.edu

