

Education Employer Resume Survey- March-Spring 2008

NOTES:

- -141 Employers Surveyed
 - -Received 23 responses which is a 16.3% response rate
 - -Online survey utilized
 - -Emailed employers via eRecruiting and gave them a web-link for the survey
-

Question 1-Do you like to see "academic classes" or "relevant coursework" listed on a resume? (23 responses)

- A. Yes- 12 employers/ 52.2%
B. No- 11 employers/ 47.8%

Question 2-Do you prefer to see the category "computer skills" on a student resume? (22 responses)

- A. Yes-15 employers/68.2%
B. No-7 employers/31.8%

Question 3-Do you find the use of an "Objective" helpful on a resume? (23 responses)

- A. Yes-13 employers/56.5%
B. No-10 employers/ 43.5%

Question 4: Do you prefer "References Available Upon Request" listed at the bottom of the resume or a separate "Reference Page?" (22 responses)

- A. "References Available Upon Request" listed at the bottom of the resume.-6 employers/ 27.3%
B. A separate "reference Page" with the references listed- 16 employers/ 72.7%
Other- Please Explain
- We require 3 letters of professional reference.

Question 5-What are some of the most common mistakes you encounter on a resume?

- Certification validation date and Job Verification information inaccurate. 1
- incorrect information 3
- misspelled words 5
- Not enough information and omission of student teaching experience, field work and hands on experiences with students.
- not listing the area the degree was conferred 1
- Too long 4

Question 6-When describing experiences on a resume, do you prefer to see a bulleted list OR a wraparound textbox area that looks like a paragraph (22 responses)

- A. Bulleted List- 22 employers/ 100%

B. Wraparound text- 0 employers

Question 7- Do you utilize Credential Files (collection of a student's resume, transcripts, references, evaluations, etc.) from college Career Centers? (22 responses)

A. Yes-15 employers/ 68.1%

B. No-7 employers- 31.8%

C. Not applicable- 0 students

Question 8- Do you like to see grade certifications listed on a resume? (21 responses)

A. Yes-16 employers/ 76.1%

B. No-5 employers/23.8%

Question 9: Do you like to see if a student has passed her/his Praxis test on the resume? (22 employers)

A. Yes- 22 employers/ 100%

B. No- 0 employers

Question 10: Is it important for you to see Student Internships on a resume? (22 responses)

A. Yes- 21 employers/ 95.5%

B. No- 1 employer/ 4.5%

Why?

- Especially for beginning teachers
- Experiences are revealed
- For new teachers, this may be the only teaching experience they have actually had. We often utilize this information for a reference contact if hiring the applicant.
- for the work experience
- friendly and professionally
- I am looking for classroom experience.
- In case we want to contact the supervising teacher for a reference.
- It helps with knowing the grade level the candidate is possibly interested in.
- It is good to see whether a candidate has experience in a field
- It shows that the student has worked with students in a school environment.
- more insight into the candidate
- Need to know if some classroom experience is there.
- See various experiences.
- We want to make sure that they have done student teaching. Further it is helpful to see whether the person had one or two internships (for example middle school and high school)

Question 11: During what time of year do you typically recruit/hire the most students/professionals? (22 responses)

A. Fall- 0 employers

B. Winter- 2 employers/ 9.1%

C. Spring - 12 employers/ 54.5%

D. Summer- 7 employers/ 31.8%

E. No particular time – 1 employer/ 4.5%

Question 12: How should students dress for an Education Job Fair? (22 responses)

A. Business Professional- 19 employers/ 86.4%

B. Business Casual- 2 employers 9%

C. Business Semi-Casual- 1 employer 4.5%

Comments:

- Our teachers dress in business casual and I would like to see what that means to the candidate
- Professional attire is essential - dress for the position one wants.
- You have a spelling error in your Business Casual listing.

Question 13: When using Job Fairs to recruit students/professionals, when is the best time of year for the Fair? (23 responses)

A. Fall- 0 employers

B. Winter- 2 employers/ 9.1%

C. Spring - 19 employers/ 82.6%

D. Summer- 2 employers/ 9.1%

Comments:

- After they have completed 3-4 weeks of student teaching
- April/May
- February - March
- January-March is the best time period although we begin in October.
- June for August employment
- Late February, March, April, and early May
- late winter / early spring.
- March through April

Question 14: What time of day do you prefer Job Fairs? (21 responses)

A. Morning- 18 employers/ 85.7%

B. Afternoon- 3 employers/ 14.3%

Other:

- Afternoon
- Morning to meet and greet- Afternoon to interview

Question 15: If a student has not heard from a school district concerning his/her application, when is it ok for them to follow up with an email or phone call? (22 responses)

A. 1 Week- 2 employers/ 9%

B. 10 Days- 8 employers/ 36.4%

C. 2 Weeks- 7 employers/ 31.8%

D. 3 Weeks- 4 employers/ 18.2%

E. Do not bother the employer- 1 employer/ 4.5%

Comments:

- Business Days
- It pays to contact the employer
- The district will get in touch with the student as needed
- We do not contact applicants until we have a vacancy

Question 16: How do you prefer to be contacted by a student concerning a job? (22 responses)

A. Email- 20 employers/ 90.9%

B. Phone- 2 employers/ 9.1%

C. Snail Mail- 0 employers

Question 17: In your estimation, how should a student behave/act while on their first year on the job? (give advice)

- Act on advice given by supervisor / principal. This is a good way to keep one's job.
- Adjust to all Classes; Get to know your students; Be firm, but fair; Work on Master's Degree
- Always ask questions. Use common sense. You should start out strong, and continue strong.
- Confident and have a willingness to learn new things
- enthusiastic, responsible
- Must be energetic and enthusiastic about their new job. Be open to suggestions from mentor teachers to improve skills. Establish solid relationships with students and their parents for the best learning experience possible. Impress your administrator!
- Open to learning
- Professional
- professional; ability to take constructive criticism and apply it and be able to understand that it is for the good of the teacher's career and most importantly, good for the students
- Professionally
- professionally yet ask peers to guide them in school policies and procedures.
- Professionally. This would include attire and behavior.
- Seek assistance if you don't know!
- Seek out assistance from colleagues
- Student should act in a professional manner, and be open to new strategies and mentoring from more experienced teachers and not be afraid to ask for help when they need it.
- The student should dress and prepare themselves in a professional manner at all times. This behavior should be displayed throughout the day and in the community.
- Very professional and willing to speak with the more seasoned teachers. Be ready to put in a lot of time and don't be afraid to "volunteer" for other duties.
- very professionally
- we encourage teachers to partner up with a veteran teacher or mentor to get great advice on teaching skills and situational experience. They need to be able to grow and mature as an adult and professional and no longer as a college kid.
- Willing to learn and take advice when given

Question 18-Comments, Questions and Suggestions:

- Good Survey
- Many students gave inaccurate emails .Most follow up letters were returned.
- More elem. ed. graduates with middle school endorsements needed (science, math, spec. ed., etc.).
- Students should make sure they have a complete application packet to go along with a good resume. A cover letter, district application, transcripts, letters of recommendation and reference list are all a plus.
- The SU March job fair was well organized. I was impressed with the way students presented themselves both in dress and communication.

- When planning job fairs, students should be excused from class that day. Otherwise, they are unable to attend the fair.