



The University of Texas at Austin
Career Services
Jackson School of Geosciences

Welcome to the Fall 2024 On-Campus Recruiting



at the
The University of Texas at Austin
Jackson School of Geosciences

Important Jackson School Contacts

Jennifer Jordan, Career Services Director	JGB 2.106 A	512-232-0893
Emma Hardin, Career Success Coach	JGB 2.106 C	512-232-6273
Melissa Armstrong, Senior Events Program Coordinator	JGB 2.102 B	512-232-0363

Important Recruiting Dates

Jackson School Peak Recruiting | September 4th-October 4th |

Texas Geosciences In-Person Mixer | September 12th 6-8 pm | Holland Family Student Center, JGB 2.102

Texas Geosciences Career Fair | September 19th | 10 am-3 pm | San Jacinto Hall, Room 207

Texas Geosciences Career Fair

Texas Geosciences Career Fair

Where is the Texas Geosciences Career Fair Taking Place?

San Jacinto Hall Multipurpose Room: **309 E 21st St, Austin, TX 78705**

September 19th from 10 am-3 pm - please arrive early to set up your booth and have breakfast!

Registration for the Career Fairs opens on June 13th, 2024 on the Handshake platform.

What is the overall cost for a Booth?

Corporate/For-Profit: : \$900 per booth

Government/Non-Profit: \$450 per booth

What is Included?

4 recruiters (max 6 per booth)

6' deep x 10' wide booth space with a 6' table

1 printed sign with company name

Catered breakfast, lunch and coffee/tea/water all-day

1 parking validation (**we highly encourage ride sharing due to parking shortages**)

Shipping your Career Fair Booth

Lone Star Decorating is our contractor for distributing tables and drapery for the career fair and they will receive, deliver, and mail out your company materials. Please check our website for address updates at www.jsg.utexas.edu/careers/events/texas-geosciences-career-fair/

At the Career Fair

When you arrive to the career fair, please check in at the recruiter table. We require the names of all recruiters who are attending the fair and the companies they represent. Please wear your professional name badge associated with your company. If you do not have one, we will provide a name tag for you at check in.

Parking

We highly recommend you use a rideshare service to get you to UT campus. The University has a parking shortage, especially during the school year. If you do decide to park on-campus, then garage parking is the best option. **For the career fair, park in the Brazos garage, as it is the closet to the San Jacinto Residence Hall.** We will provide 1 parking validation per company. On the day of the career fair, park at the Brazos garage as normal and pull a ticket. Upon leaving the garage, first scan your pulled garage ticket, then scan the QR code on the parking validation to lift the gate and exit.

Students at the career fair

The aim of the career fair is to get our Jackson School students hired with your company in some capacity whether it be a full-time job or an internship. We understand there are other students that are equally qualified to do the work you are recruiting for so we do allow other UT majors into the fair. This is important to know

because not all students utilize Handshake, like Engineering students for example. If you wish to interview a non-Jackson School major, and your position is posted on Handshake, then how this student may apply is up to you.

In-person Mixer

The Mixer is a new addition to the on-campus recruiting activities. It is an evening networking event to meet students, enjoy passed hors d'oeuvre and desserts. This event will be held in the Holland Family Student Center inside the Jackson School Building (JGB) on **September 12th, 2024 from 6-8 pm.**

Registration for the In-Person Mixer opens late summer 2024 on the Handshake platform. Communication will be sent out when registration opens.

Cost

The overall cost for the In-Person Mixer is \$425, which includes hors d'oeuvres, an unlimited number of allowed recruiters, and one parking voucher per company.

Parking

We highly recommend you use a rideshare service to get you to UT campus. The University has a parking shortage, especially during the school year. If you do decide to park on-campus, then garage parking is the best option. **For the in-person mixer event, we recommend parking at the San Jacinto garage for best proximity to the Jackson School Building.** We will provide 1 parking validation per company. On the day of the in-person mixer, park at the Brazos garage as normal and pull a ticket. Upon leaving the garage, first scan your pulled garage ticket, then scan the QR code on the parking validation to lift the gate and exit.

On-Campus Interviews

When and where can I conduct on-campus interviews?

On campus interviews can take place Monday through Friday from 8:00am-5:00pm during our peak recruiting period (**September 4th through October 4th**). The Jackson School is excited to partner with the [Texas Career Engagement office](#) to provide our employers with a new venue that offers over 30 private interview rooms, flexibility in scheduling, and an employer breakroom stocked with various food and drinks. There are a variety of coffee and food shops located nearby at the Union or on Guadalupe Street. The Texas Career Engagement is located on the 2nd floor of the Peter T. Flawn Academic Center (FAC 2.326).

How do I schedule my company's on-campus interviews?

Interview rooms are offered on a first-come, first-served basis, so it's recommended that you reserve your space soon. Interview rooms can be reserved by emailing the Texas Career Engagement team at recruitut@austin.utexas.edu. Reservations for these interviews will open in early July for the Fall 2024 recruiting season. **Please note that recruiting season is busy for TCE, so it's best to reserve your interview rooms as soon as possible.**

How to [Post a Job or an Internship](#) on Handshake

Log in to ([or create](#)) your employer, **Handshake** account.

Please be sure to update your recruiting representatives or contact information in your account!

Resume collection and interview schedules

As students apply, you will collect student resumes either with **Handshake** or from your company website. Create your student interview schedules with the platform of your choosing. Send your student interview

schedule to jjordan@jsg.utexas.edu and emma.hardin@jsg.utexas.edu at least 24 hours ahead of your scheduled interview day.

Wi-Fi Access

All recruiters will have access to Wi-Fi while on campus. Recruiters will use the “UT Guest” Wi-Fi, no password needed.

Parking

We highly recommend you use a rideshare service to get you to UT campus. The University has a parking shortage, especially during the school year. If you do decide to park on-campus, then garage parking is the best option. **For on-campus interviews, the Texas Career Engagement office recommends parking at the San Antonio garage and walk across either 24th or 25th street (1 block) to Guadalupe St. Proceed south (right) on Guadalupe until you see the University CO-OP store on the right side. Cross Guadalupe and walk along the West Mall pathway. Our building is the FAC building, two buildings up on the left side (picture included on the next page). Proceed up the stairs/elevator to the 2nd floor and you’ll see our the TCE reception area. **TCE will provide parking vouchers, but you must notify them 2-3 days prior to your reservation.** On the day of your park at the Brazos garage as normal and pull a ticket. Upon leaving the garage, first scan your pulled garage ticket, then scan the QR code on the parking validation to lift the gate and exit.**

Company Information Sessions

Employers interested in increasing their visibility to students are welcome to host a company information session for our students. This session allows employers to connect with our students, inform them of your opportunities, and start to build a professional network with our students. If you would like to get your company and its opportunities in front of our student population, please consider presenting an information session. Students benefit by meeting you and discussing their strengths and skills on their resume. Whether you meet face-to-face or virtually, consider this option to connect with students before your interview at UT.

When and where can I host an information session?

Information sessions take place Monday through Thursday in the evenings, usually between 5:00-7:00pm when students are not in class or labs. We are very excited to partner with the Texas Career Engagement office, which will allow our employers to use their high-tech and spacious presentation rooms. Same parking recommendations as the on-campus interviews. Reservations can be made here on [Handshake](#). Go to “Events” and complete the online form. If you have any questions, feel free to contact the TCE recruiting staff at recruitut@austin.utexas.edu. Booking a session is free of charge.

Food

Companies are welcome to bring food to their information session as an incentive to students, though it is not required. See below for a list of local restaurants that deliver to UT campus. **Please note: the delivery location address below is for the Texas Career Engagement office.**

Catering Delivery Options:

[Jason’s Deli](#) (Hancock Center) | 512-453-8666

[Jimmy John’s](#) | 512-499-0100

[Snarfs Sandwiches](#) | 512-687-2600

[Central Market](#) (North Lamar) | 512-206-1024

[Cabo Bob’s](#) | 512-432-1115

Delivery location address:

Texas Career Engagement

Flawn Academic Center - FAC 2.236 (Second floor)

2304 Whitis Avenue

Austin, TX 78712

Important Locations to Know

The Jackson School of Geosciences Building (JGB)



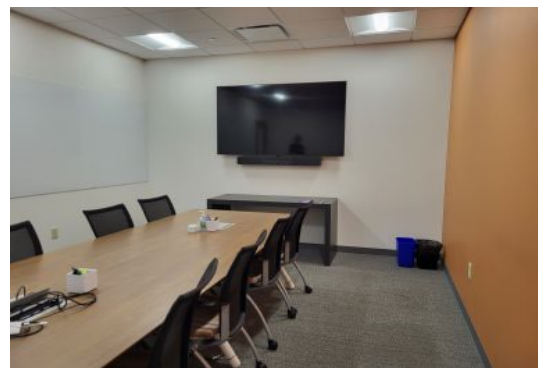
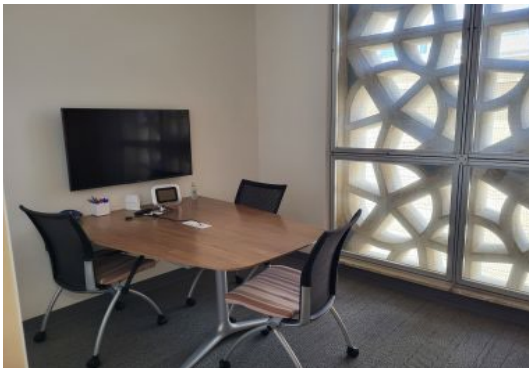
**The Holland Family Student Center
(inside is the Career Services Office, JGB 2.106 A)**



Peter T. Flawn Academic Center (FAC, inside is the Texas Career Engagement office)



Texas Career Engagement Office (2nd floor of the FAC, room 2.236)



Map and Directions



The Jackson School of Geosciences building (**JGB**) is located south of E 24th Street and west of San Jacinto Boulevard. There is an easy drop off “circle” in front of the Jackson School building (named Winship Circle) if you prefer to take an Uber or Lyft to campus. Visit [Parking and Transportation Services](#) for garage rates.

Places of Importance

- B1** – Jackson School of Geosciences Building (JGB) – In-Person Mixer location only
- B2** – Peter T. Flawn Academic Center (FAC) - Texas Career Engagement office (FAC 2.236), company information sessions and interview location
- B3** – San Jacinto Residence Hall (SJH) – Texas Geosciences Career Fair location
- P1** - San Jacinto Parking Garage (SJG); closest to the Jackson School Building
- P2** - Brazos Parking Garage (BRG); closest to career fair location
- P3** – San Antonio Garage (SAG); closet to the Texas Career Engagement office

Physical Addresses

The Jackson School Building

The University of Texas at Austin
2305 Speedway Drive
Austin, TX 78712

Texas Career Engagement office

Peter T. Flawn Academic Center - FAC 2.236 (Second floor)
2304 Whitis Avenue
Austin, TX 78712

Food, Coffee & Places to Eat

There are a variety of places to eat depending where you are on campus.

Jackson School Building:

Lucky Lab Coffee Company sits inside the Holland Family Student Center, and it offers coffee, pastries, sandwiches, and other quick grab and go snacks. The W.C. Powers Student Activities Center (WCP) sits directly across the Jackson School Building. Inside is a small food court with Tex-Mex, sushi, and Chick-fil-A, as well as a grocery store pod and a coffee shop.

Texas Career Engagement office:

The Union is the building directly next to the FAC and holds a small food court. There you can find Chick-fil-A, Panda Express, and a burger joint. Additionally, many popular food chains can be found just across Guadalupe Street, such as Chipotle, Sweetgreen, Potbelly's, Cava, etc.

Stay Connected with Us

Career Services Website

Visit our JSG Career Services website for the on-campus [Recruiting Guidelines & Policies](#). We also have a list of hotel, restaurant, and transportation suggestions [while you're in Austin](#). We keep our website regularly updated, so be sure to check back frequently!

Contacts Us

Jennifer Jordan | 512-232-0893 | jjordan@jsg.utexas.edu
Emma Hardin | 512-232-6273 | emma.hardin@jsg.utexas.edu

*Thank you for recruiting with the Jackson School of Geosciences!
We look forward to seeing you this fall!*



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