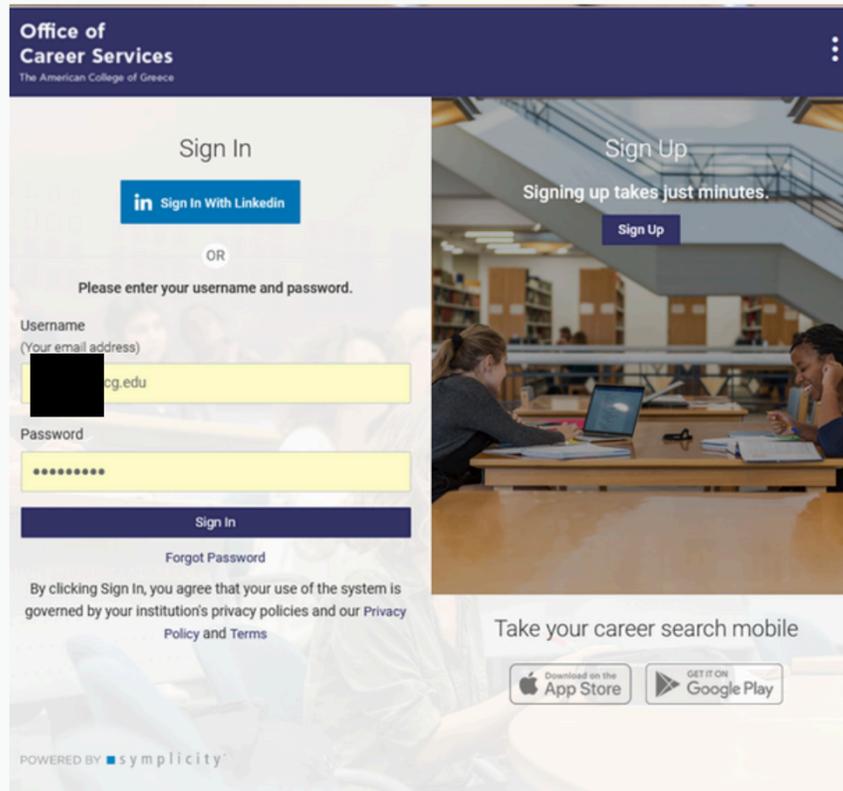




# ACG CAREER DAYS

## HOW TO GUIDE

Everything you need to know to prepare and attend Career Days at the American College of Greece!

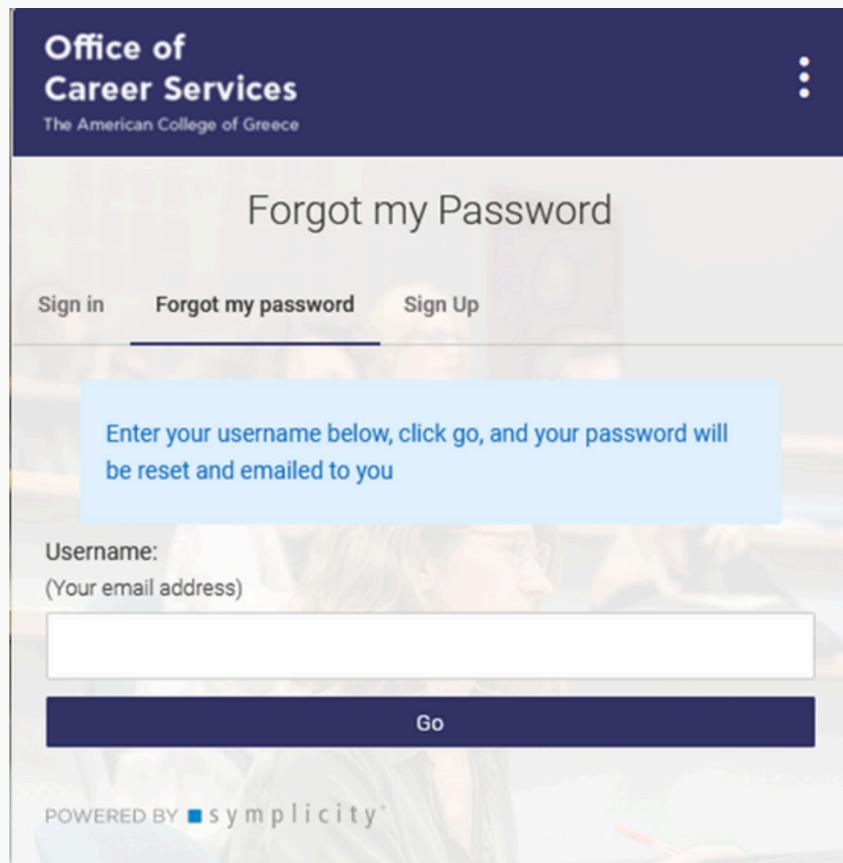


## Login:

Login into the [Career Portal](#):

If you are an ACG student/alumni, an account has already been created for you. Your username is your ACG email and your password is unique to the portal. Follow the instructions below if you do not have your credentials.

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## Forgot my Password:

If you do not recall your password, click “Forgot Password”, and type in your ACG Email in order to reset your password and gain access to your account. If you are an alumni of ACG and no longer have access/access to your ACG email account, contact the Office of Career Services in order to change your email address and gain access to your account.

---

# How to register for Career Days

Office of Career Services  
The American College of Greece

Positions **Events** Employers Resources Counseling

MAR 6 2:30 PM - 3:30 PM  
**THE INTERVIEW LAB: Get the Job!**  
Workshop — Interviewing Prep

MAR 7 4:30 PM - 5:30 PM  
**INTERNSHIP & JOB HUNTING: Career Days Edition**  
Workshop — Job & Internship Search

MAR 13 2:30 PM - 3:30 PM  
**INTERNSHIP & JOB HUNTING: Career Days Edition**  
Workshop — Job & Internship Search

MAR 14 4:30 PM - 5:30 PM  
**THE INTERVIEW LAB: Get the Job!**  
Workshop — Interviewing Prep

MAR 27 12:00 PM - APR 2 5:00 PM  
**48th Career Days**  
Career Fair — 72 Employers

POWERED BY **symplicity**  
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Office of Career Services  
The American College of Greece

Positions Events Employers Resources Counseling OA

Home / Events / 48th Career Days

**Deree**  
Career Days at Deree  
Networking better together

**48th Career Days**  
Mar 27 12:00 PM - Apr 2 5:00 PM

**Attend**

Overview Employers Jobs

About

For 48 years we have been connecting the job market with talented candidates! Our annual Career Fair is hybrid this year, allowing you the option to attend on-campus, or online.

This is the registration form for our event, taking place at the ACG Campus on March 27 - March 29 and online with pre-scheduled interviews on April 2.

Networking better together!

72 Employers Attending

AMS Βασιλόπουλος Adecco ADHD ambience See All

When and Where

MAR Career Days: March 27

Antonis Tritsis Nea Ionia Heraklion The Mall Athens Penteli

- Click on the 'Events' button
- Select 'Career Days'
- Click on 'Attend' to confirm your attendance in the event

# PREPARATION



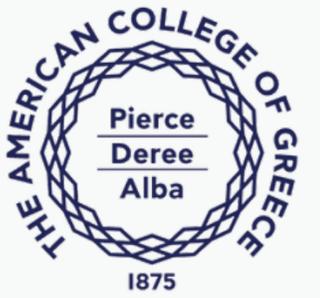
## Update your CV, research attending organizations and excel!

- Update your CV through the templates provided [here](#) and send it to us for review at [career@acg.edu](mailto:career@acg.edu) with the subject line "CD Review 26"

### CV Templates

- Fill in your personal information on the template attached without changing its format.
  - Use the appendices so as to create an exceptional resume.
  - In the appendices, you will also find a list of OU degrees, so as to properly mention your OU degree on your resume.
- Watch the How-to build your CV Tutorial Video [here](#)
  - Bring multiple copies of your CV to the on-campus fair
  - Research the organizations attending the fair and their job openings

# PREPARATION



## **Strengthen your professional profile**

- Update your LinkedIn profile to reflect your skills, experiences, and career goals

## **Research participating companies**

- Understand what they do and how they align with your interests
- Prepare informed questions that demonstrate genuine interest
- Identify and prioritize the companies you want to connect with
- Explore their websites, social media channels, and recent news or developments

## **Dress with purpose**

- Aim to dress in a way that aligns with the culture and industry of the companies you are targeting

## **Focus on your CV**

- Attend career workshops to sharpen your application
- Review open positions on the Career Portal and be ready to discuss your interests

# HOW TO GUIDE

## Research organizations attending



- From the event page, research the organizations attending by clicking on the 'Employers' tab
- Click on 'More Filters' to filter by day attending, majors/job functions recruited, industry, and if they accept non-Greek speakers
- Mark your interest in companies by clicking on the star icon

48th Career Days  
Mar 27 12:00 PM - Apr 2 5:00 PM

✔ You're Attending. [Cancel](#)

Overview **Employers** Jobs

Keywords  Search

More Filters ▾

1-20 of 111 results Show 20 ▾

	<b>A.M.S. ARCHIVING SERVICES LTD</b> Other Attending Mar 29	
	<b>AB Vassilopoulos</b> Retail/Wholesale	

Office of Career Services  Search

Positions Events **Employers** Resources Counseling EK

48th Career Days  
Mar 27 12:00 PM - Apr 2 5:00 PM

Overview **Employers** Jobs

Keywords  Search

More Filters ▾

Position Types <input type="text"/>	Industry <input type="text"/>
<b>Day</b> <input type="checkbox"/> Career Days: March 27 <input type="checkbox"/> Career Days: March 28 <input type="checkbox"/> Career Days: March 29 <input type="checkbox"/> Career Days: April 2 (Online)	Majors Recruited <input type="text"/>
Please indicate which job functions your organization recruits for: <input type="text"/>	Could non-Greek speakers be considered for positions in your organization? <input type="radio"/> Yes <input type="radio"/> No

Clear Cancel **Apply**

 **ADHD Health Care**  
Health Care / Hospital  
Attending Mar 29 12:00 PM, Apr 2 5:00 PM

# HOW TO GUIDE

## View all job openings



- Click on the Company Name to find out more about the company
- Click 'View all Jobs' to see any current job/internship openings being offered
- If a company is attending online, you can click the relevant job posting (See Example '48th Career Days - Adecco Group - Interview') to book your interview slot for the online date. Alternatively, follow the process described in the next slides.

### 48th Career Days

Mar 27 12:00 PM - Apr 2 5:00 PM

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 **Adecco Group** ☆  
Staffing & Executive Search  
Attending Mar 29 12:00 PM, Apr 2 5:00 PM

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#### About

<https://www.adecco.gr> [View full profile](#) [View all jobs](#)

The Adecco Group is the world's leading HR solutions partner. We provide more than 700,000 people with permanent and flexible employment every day. With more than 34,000 employees in 60 countries, we transform the world of work one job at a time. Our colleagues serve more than 100,000 organisations with the talent, HR services and cutting-edge technology they need to succeed in an ever-changing global economy. As a Fortune Global 500 company, we lead by example, creating shared value that meets social needs while driving business innovation. Our culture of inclusivity, fairness and teamwork empowers individuals and organisations, fuels economies, and builds better societies. These values resonate with our employees, who voted us number 5 on the Great Place to Work® - World's Best Workpl

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#### We Are Looking For

**Industry**  
Staffing & Executive Search

**Majors Recruited**

Home / Employers / Adecco Group / Jobs

 **Adecco Group**  
Staffing & Executive Search  
Private company with 51-200 employees Follow

---

Overview **Jobs** Events Contacts

2 results Show 20

 **48th Career Days - Adecco Group - Interview** VIRTUAL NEW  
Career Fair Interviews ☆ 🗨️

 **HR Consultant** 30d+  
Athens, Greece ☆ 🗨️  
Full Time Job

# Pre-book an interview (Online Day only)

- Click on 'Positions'
- Click 'Position Type' and check 'Career Fair Interviews' then press apply
- Scroll down and all available interviews will appear

Office of Career Services  
The American College of Greece

Positions Events Employers Resources Counseling

Search Saved Applications Expired Jobs

Keywords Location 25km Search

Show Me Position Type Industry Job Function Remote/On-Site More Filters All Jobs

Because you viewed...

- Deree Corporate Partner Internship, Practical Training/ Potential Credit Bearing Position/ Only for Active Students
- Deree Work Study on ACG Campus/ Only for Active Students
- ALBA Credit-Bearing Internship/ Only for Active Students
- Career Fair Interviews

Apply

People in your major are interested in

- Deree - The American Co... Greece
- Deree - The American Co... Ania Paraskevi, Greece
- Deree - The American Co... Ania Paraskevi, Greece
- Deree - The American Co... Ania Paraskevi, Greece

Office of Career Services  
The American College of Greece

Positions Events Employers Resources Counseling

## Taiwan Scholarship

APPLY NOW!

- Video Interview Practice**  
Practice interviewing and receive helpful feedback.
- Career Explorer**  
Learn about popular careers and leading industries.
- Career Finder**  
Take our quiz and get career suggestions.
- Public Profile**  
Showcase your academic and professional achievements.
- Add a Resume**  
Upload a resume to get started with your job search.

Build your resume now! Find the Template in the Resources Tab under Document Library

Actively seeking jobs or internships? Upload your CV in the Documents sections and apply to positions posted in Jobs!

Trying to figure out what to study, what are your personal strengths or which jobs to pursue? Go to Resources and complete the Sigi3 Self-Assessment test!

Career Fair Interviews x Clear All

- Career Days 2024 Mock Interview Session: Career In Progress  
MOCK INTERVIEWS  
Career in Progress  
Career Fair Interviews  
NEW
- Career Days 2024 Mock Interview Session: CORNERSTONE  
MOCK INTERVIEWS  
CORNERSTONE SEE  
Career Fair Interviews  
NEW
- Career Days 2024 Mock Interview Session: Fourlis Group  
MOCK INTERVIEWS  
FOURLIS GROUP  
Career Fair Interviews  
NEW
- Career Days 2024 Mock Interview Session: ICAP CRIF S.A.  
MOCK INTERVIEWS

Career Days 2024 Mock Interview Session: COCO-MAT at COCO-MAT

Additional Job Details

Position Type  
Career Fair Interviews

Application Process

- Applications start Feb 6 12:00 AM EET
- Applications due Feb 18 11:59 PM EET

Interview Scheduling

These are open interviews. These are limited to first come, first served applicants. Act quickly to schedule your interview!

- Scheduling for all applicants Feb 6 12:00 AM EET

# Book your interview slots

Office of Career Services  
The American College of Greece

Positions Events Employers Resources Counseling EK

Apply to Deree - The American College of Greece

Submit Your Application

Resume \*  
Eleni Krithari CV

Interview Schedule \*  
Wed, Jan. 24, In-person Interviews at ACG Events Hall (Upper Level Library)

Interview Time \*  
Select a time...

Available Interviews (optional)

Apply To Interview

10:00 AM - 10:30 AM  
10:30 AM - 11:00 AM  
11:00 AM - 11:30 AM  
11:30 AM - 12:00 PM  
12:00 PM - 12:30 PM  
12:30 PM - 1:00 PM  
1:00 PM - 1:30 PM  
2:00 PM - 2:30 PM  
2:30 PM - 3:00 PM  
3:00 PM - 3:30 PM  
3:30 PM - 4:00 PM  
4:00 PM - 4:30 PM  
4:30 PM - 5:00 PM  
5:00 PM - 5:30 PM

Available Interviews (optional)

Cancel Submit

Cancel Submit

✔ Your application has been submitted

You submitted the following documents. Changing or removing these documents will not affect your application.

Resume: Eleni\_Krithari\_CV.pdf

- Click on the purple 'Apply to Interview' button and you will be able to submit your CV and select a time slot. If a time slot is not available, it will be greyed out and you will not be able to select it
- Click on the 'Submit' button to reserve your slot
- Your slot has been reserved when you see the "Your application has been submitted" on the pop-up.

# Interviews schedule

- You can view and manage all your scheduled interviews by clicking on the circle on the righthand side of the screen, from the drop-down menu select 'My Interviews'
- By clicking on the 3 dots next to the relevant interview you have the options to reschedule, cancel, add to your calendar or review the CV submitted

The image displays two screenshots from a career services portal. The left screenshot shows a list of three scheduled virtual interviews. Each entry includes the employer logo, the interview title, a 'VIRTUAL' badge, the employer name, the date and time, and a link to the virtual interview. A red circle highlights the three-dot menu icon next to the 'Career Days 2024 Mock Interview Session: Apivita (20721)' entry. A dropdown menu is shown to the right of this entry, containing the following options: Reschedule, Cancel, Add to Calendar, and Interview Materials.

The right screenshot shows the 'Office of Career Services' website interface. The user profile menu is open, and the 'My Interviews' option is circled in red. Other menu items include Notifications, Public Profile, My Documents, Recommendations, Surveys, My Account, and Help & Feedback. Below the menu, the page displays a search bar, a list of job postings, and a section titled 'People in your major are interested in' with several profile cards.

# Interviews schedule cont.

- Best practice: Add your booked interview to your calendar by clicking on the 3 dots and selecting 'Add to Calendar'.
- For online interviews, the link of the interview can be found in your interview details on the same 'My Interviews' page

1 result



**Career Days 2024 Mock Interview Session:  
NESTLE (20694)**

**VIRTUAL**

NESTLE

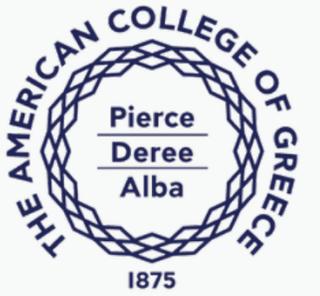
Feb 20, 2024, 11:00 AM - 11:30 AM

Virtual Interview Link(s): <https://bit.ly/3OpJnwl>



- Reschedule
- Cancel
- Add to Calendar**
- Interview Materials

# DAY OF THE EVENT



## **Present your best self**

- Be well-groomed and mindful of personal hygiene.

## **Dress professionally**

- Choose an outfit that reflects confidence and respect for the professional setting.

## **Be on time for pre-booked interviews**

- Arriving early helps you feel prepared, calm, and confident.
- Pre-booked interviews are offered exclusively to graduate-level students and alumni.

## **Have your CV ready**

- Keep an electronic copy easily accessible (email, cloud storage, or device).

## **Respect the shared interview environment**

- Be mindful of noise levels and show consideration for other candidates and recruiters.

# Contact Us

## **ACG Career Services**



career@acg.edu



210 600 9800 ext. 1311