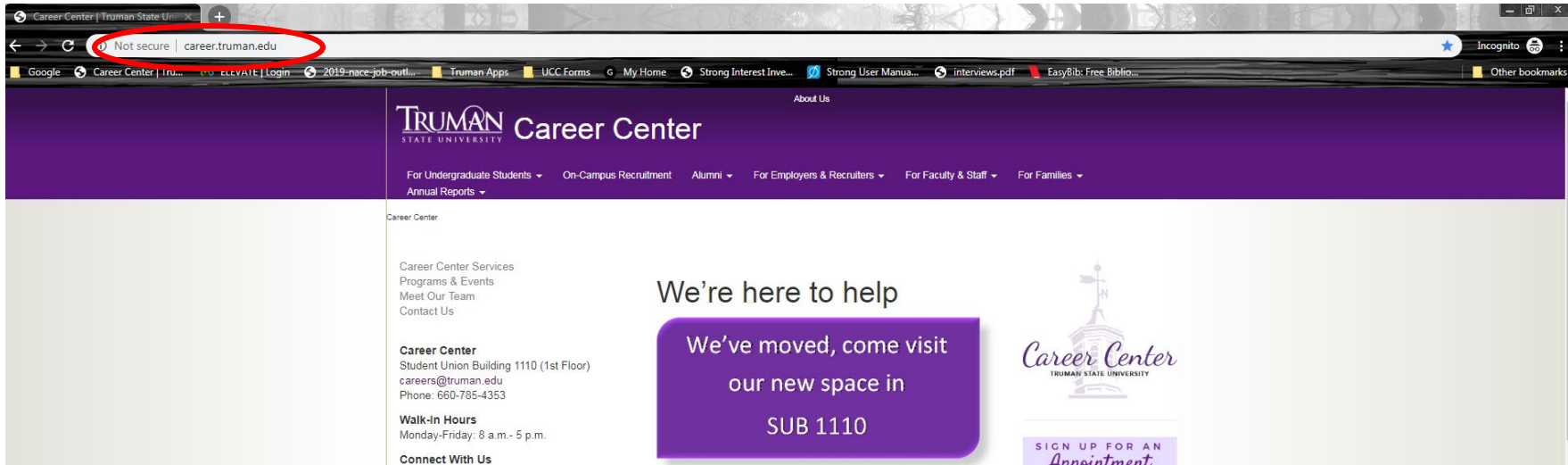


## How to Apply to an On-Campus Recruitment/Interview Opportunity:

(All the images in the directions below are hyperlinked to take you directly to the page.)

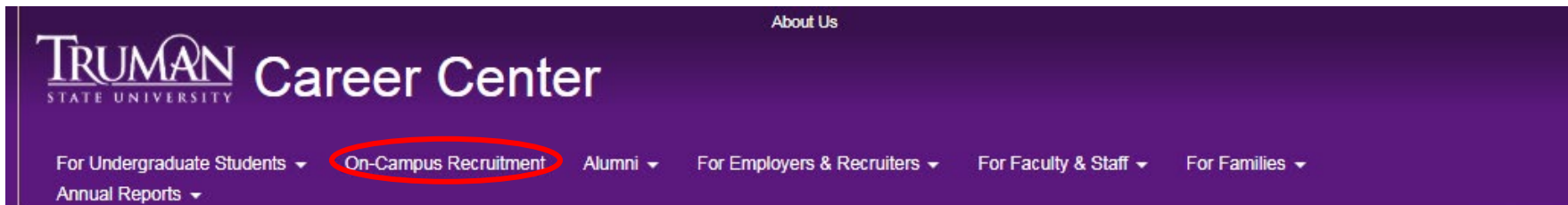
### Step 1:

- Go to [career.truman.edu](http://career.truman.edu)



### Step 2:

- Click the On-Campus Recruitment tab



### Step 3:

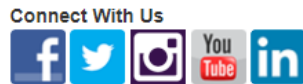
- Review the On-Campus Recruitment page for application directions

On-Campus Recruitment

Career Center Services  
Programs & Events  
Meet Our Team  
Contact Us

**Career Center**  
Student Union Building 1110 (1st Floor)  
careers@truman.edu  
Phone: 660-785-4353

**Walk-In Hours**  
Monday-Friday: 8 a.m. - 5 p.m.



## On-Campus Recruitment

**On-campus recruitment/interview opportunities will be posted below in a live Google spreadsheet.**

The following information will be listed in the live spreadsheet:

- Company Name & Info
- Job Title & Description
- How to Apply/Submit Resume

**Click to View On-Campus Recruitment Job Postings Spreadsheet**

Application & Spreadsheet Tips:

- **Apply** directly to the link listed in cell titled – **How to Apply**
- **In addition** to applying to the link **email your cover letter and resume to careers@truman.edu**
  - **Save and email your cover letter/resume file as last name, first name – company name – date**
- You can **find words** in the **spreadsheet using** the keyboard shortcut **Ctrl + f** (⌘ + f on a Mac)

If you have questions please contact the University Career Center at careers@truman.edu, (660) 785-4353, or stop by our office located in the Student Union Building 1110.

○ **Application Directions:**

- **Apply** directly to the link listed in cell titled – **How to Apply**
- **In addition** to applying to the link, **email your cover letter and resume to careers@truman.edu**
  - **Save and email your cover letter/resume file as last name, first name – company name – date**

- Click the link titled Click to View On-Campus Recruitment Job Postings Spreadsheet

## Click to View On-Campus Recruitment Job Postings Spreadsheet

### Step 4:

- Review the spreadsheet to find jobs and apply to companies that are offering on-campus interviews
  - The following information will be listed in the live spreadsheet:
    - Company Name & Info
    - Job Title & Description
    - How to Apply/Submit Resume

| Company Name | Job Title (Double Click cell to view more details) | How to Apply (Applicant's should apply through the company link below) | Applicants should also submit a resume to the University Career Center email careers@truman.edu. | Job Description (Double Click cell to view more details) |
|--------------|--|--|--|--|
| Bayer U.S.   | TBD  | <a href="https://career.bayer.us/en/">https://career.bayer.us/en/</a>  | Yes  | TBD  |

### Step 5:

- **Application Directions:**
  - **Apply** directly to the link listed in cell titled – **How to Apply**
  - **In addition** to applying to the link, **email your cover letter and resume to careers@truman.edu**
    - **Save and email your cover letter/resume file as last name, first name – company name – date**

If you have questions please contact the University Career Center at career@truman.edu, (660) 785-4353, or stop by our office located in the Student Union Building 1110.