

# COLUMBIA UNIVERSITY

SCHOOL OF INTERNATIONAL AND PUBLIC AFFAIRS

## Office of Career Services

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## INTERNATIONAL ENERGY MANAGEMENT AND POLICY (IEMP) JOB SEARCH FACT SHEET

The following career-related resources are available in the OCS Library or online through the OCS Website (via [http://sipa.columbia.edu/resources\\_services/career\\_services/current\\_students/career\\_resources.html](http://sipa.columbia.edu/resources_services/career_services/current_students/career_resources.html) and/or [http://sipa.columbia.edu/resources\\_services/career\\_services/current\\_students/find\\_job.html](http://sipa.columbia.edu/resources_services/career_services/current_students/find_job.html)).

<b>OCS Fact Sheets</b>	◆ OCS has Fact Sheets on a wide variety of topics including Preparing to Market Your MIA Degree in the Private Sector, Energy Consulting Firms, Energy Finance, and Career Opportunities in various fields (see career resource carousel for a complete list).	
<b>Concentration Specific Books</b>	◆ The Big Green Internship Book ◆ Careers in the Oil and Gas Industry (Wet Feet) ◆ Careers in Focus Energy ◆ Conservations Directory ◆ EnviroDirectory Mid-Atlantic ◆ EnviroDirectory New England	◆ Management Consulting (A Complete Guide to the Industry) ◆ Environmental Protection Agency Headquarters Telephone Directory ◆ The Directory Of Environmental Web Sites On The Internet
<b>Periodical Subscriptions</b>	◆ The Chronicle of Philanthropy ◆ Green Careers Journal ◆ Environmental Career Opportunities ◆ Environmental Career World	◆ International Careers Employment Weekly ◆ Africa Renewal ◆ Japan Echo

### General Resources

**Alumni Career Advisory Program (ACAP):** An online directory of SIPA alumni accessible through SIPA Global Connection who have volunteered to serve as career mentors to current SIPA students and other alumni. This resource is an excellent source of networking and informational interview contacts, accessible at: [www.alumniconnections.com/SIPA](http://www.alumniconnections.com/SIPA).

**Fact Sheets:** Cover Letter and Resume Tips, Interview Preparation Tips, and Evaluating Job Offers, etc. at [http://sipa.columbia.edu/resources\\_services/career\\_services/current\\_students/career\\_resources/fact\\_sheets.html](http://sipa.columbia.edu/resources_services/career_services/current_students/career_resources/fact_sheets.html).

**Sample Resumes and Cover Letters:** at [http://sipa.columbia.edu/resources\\_services/career\\_services/current\\_students/career\\_resources/sample\\_resumes.html](http://sipa.columbia.edu/resources_services/career_services/current_students/career_resources/sample_resumes.html).

**Internship Report Binders:** A compilation of SIPA students' reports describing how they secured internships and their experiences in those internships.

**Books:** More than 100 publications are available including Vault Guides to Finance, Consulting and Case Interviews, Consultants and Consulting Organizations Directory, and the Encyclopedia of Associations (which lists trade groups and professional associations by industry).

**Career Events:** Current students should use SIPATRAK and the OCS Career News (newsletter) to keep up to date on OCS-sponsored career events including employer information sessions, conferences, networking receptions and career panels.

**MonsterTRAK/SIPATRAK:** Review internship and full-time job postings for employment opportunities via [http://sipa.columbia.edu/resources\\_services/career\\_services/current\\_students/find\\_job.html](http://sipa.columbia.edu/resources_services/career_services/current_students/find_job.html). This database is updated daily.

## Additional Resources

**Private Sector Opportunities** - Consider the electric, oil, and natural gas-related industries, but also any energy-related industry group or organization involved in alternative fuels and the environment. Consult individual company web sites, which often include job descriptions and the ability to apply online. See <http://money.cnn.com/magazines/fortune/> for listings and resources concerning industry leaders.

**Center for Energy, Marine Transportation, and Public Policy** - Energy Career Handbook, Resume Supplement, company profiles, energy publications, internship debriefings, and lists of alumni in the field.

## Websites

A sample of good web sites with information and/or job listings for your concentration:

- ◆ BP Corporation: [www.bp.com/home.do?categoryId=1](http://www.bp.com/home.do?categoryId=1)
- ◆ Energy Information Administration/Dept. of Energy: [www.eia.doe.gov](http://www.eia.doe.gov)
- ◆ Institutional energy and environmental brokering: [www.natsource.com](http://www.natsource.com)
- ◆ Poten & Partners: [www.poten.com](http://www.poten.com)
- ◆ The Edison Electric Institute: [www.eei.org](http://www.eei.org)
- ◆ The Energy Crossroads: <http://eetd.lbl.gov/einfo-links.html>