

## **OPCD Podcast: Episode 15 - “Tiger Recruiting Link (TRL)” (1/22/2015)**

Interview with Mr. Jay Skipworth, *Manager of Tiger Recruiting Link*

**Voiceover:** Today we're talking you through "TRL" on the Harbert College OPCD podcast. That stands for "Tiger Recruiting Link" and we'll fill you in on what it is, how it works and why you need to make it a part of your job search. Stick around!

Tiger Recruiting Link is a one stop shop when it comes to connecting Auburn job seekers with available positions. Here to tell us more is Mr. Jay Skipworth. He manages TRL and can fill us in on all it has to offer.

**J. Skipworth:** On Tiger Recruiting Link there are part-time local and on campus jobs, there are internships and of course full-time opportunities for recent grads or soon-to-be grads or even for a couple years out alumni. Tiger Recruiting Link allows employers the opportunity to post positions, to post positions where they going to come on campus to conduct interviews and also participate in one of the many career fairs that the University hosts throughout the semester. The Harbert College of Business host four career fairs in the spring semester, the central Career Center has six different fairs and then there's fairs in other colleges as well that we're affiliated with that all the information for is in Tiger Recruiting Link.

**Voiceover:** And of course with those career weeks starting soon here at the Harbert College of Business, now is a great time to check this out. Employers will be on campus beginning next week and this is one of the best ways to start connecting with them.

**J. Skipworth:** The reason you start there is because those employers have identified specifically that they're looking for Auburn students so you already have that foot in the door with them.

**Voiceover:** Need more info about those campus interviews? No problem - that's all available on TRL as well.

**J. Skipworth:** If you do job posting searches and you search for interviews, those are going to be people that are coming to campus to conduct interviews. If you meet the minimum criteria you can apply and what will happen is you'll be put in a queue for the employer to review. That employer will then select who they want for an interview and the system of remind you to sign up for interviews on a certain deadline. Once you've done that, you'll be reminded of where your interview is, what time it is and then you'll come and conduct your interview in one of the offices on campus.

**Voiceover:** So let's find out a little about how to login to TRL. Start by visiting [jobs.auburn.edu](http://jobs.auburn.edu) and if you already have an account just use the same username and password that you would use for your email or tigeri to login.

**J. Skipworth:** If you don't have an account you'll be presented with the basic information sheet where you put your student ID and basic info. You get that filled out and then you'll go in and complete your profile where you choose your major, put your geographic preferences for work. You want to make sure make sure you go on the one-stop talent search industry preference area. It just asks you some real specific questions about areas that you're interested in working in. That's not necessarily to pin you down, these aren't the only thing you're ever going to see, but it helps the system know how to match jobs to you and also helps employers find you based on those preferences.

**Voiceover:** After completing that portion of the login you can then upload documents such as your resume, cover letters or even transcripts. Your resume is reviewed by a professional before it's approved into the system and then, from there, you can begin to look at the positions available.

**J. Skipworth:** You can run a search based on company name, based on industry, based on location within a certain mile radius of, let's say Birmingham, or wherever you're searching. Then read those job postings, then depending on how the posting is setup you can either apply through the system or through the instructions that are set on the page, but all that's there for you to be able to use.

**Voiceover:** And that's really all there it to it. It's just that simple! The best thing you can do beyond setting up that account is make using it a part of your daily routine. You can even save the searches you're interested in and you'll receive a weekly email update on any new postings that apply. And if you're needing to polish up that resume before uploading, or want to get a little help drafting a cover letter, stop in to see us in Lowder 101. Walk in hours are from 11-2 every single day. Many thanks to Mr. Jay Skipworth for sharing all the info on TRL with us today and I'll see you next week here on the OPCD podcast. Have an awesome rest of your week!