

9-3 Employment Support

Ochanomizu University as a whole strives to provide students with future track and employment support to enable them to respond to a difficult job market. To respond to the needs of students, the University offers career and employment guidance, and holds alumni gatherings, joint explanatory meetings, workshops, and other events to provide a variety of employment support. In addition, expert advisors provide consultation throughout the year regarding career paths and employment.

■ Employment guidance, etc. (Multiple times each year)

We provide guidance and information to enable students to select their occupations from a long-term perspective, while at the same time making practical preparations for their job search.

■ Joint alumni gathering and explanatory meeting for businesses and governmental agencies (Multiple times each year)

We invite Ochanomizu University graduates who are currently active in various industries and companies to conduct industry/corporate research and at the same time provide an opportunity for the exchange of information.

■ Career plan/job search consultation

With an appointment, students who are conducting a job search can meet with expert career advisors to consult regarding a variety of related matters. Topics students can consult about range from self-analysis, industrial corporate research, participation in internships, how to conduct a job search, and brushing up a resume or application form, to guidance on interviews, civil-service examinations, and teacher recruitment exams.

See the “Student and Career Support Center Career Support” website for details on how to make an appointment.

Track Reports

Students who are graduating or completing their programs must respond to a future track registration and job search survey via the “Online Course System.” Future track registration is for all graduating students regardless of the post-graduation track to be taken (employment, further education, etc.), so be sure to complete the survey.

See the “For Students Who Have Selected a Future Track” page on the Ochanomizu University website for instructions on using the “Online Course System.”

■ Future track registration

Each student registers her chosen post-graduation track. The information is used as university materials to respond to investigations by the Ministry of Education, Culture, Sports, Science and Technology and other organizations. Students’ names and other personal information will not be disclosed.

Letters of Nomination

If a company, etc., recruits based on university recommendations, a letter of nomination from the university is required. The Student and Career Support Office issues letters of nomination.

Employment Information Library

The Employment Information Library is located on the second floor of the Student Services Building.

■ **Viewing job postings and job search information**

Students can view job postings, company prospectuses, company outlines, pamphlets, and notices regarding each type of civil-service examination that are received by the University.

Students can also browse employment-related materials (various types of guidebook), etc., for company research and selection.

In addition to notices regarding the hosting of industrial workshops and corporate seminars by individual companies, the Employment Information Library has important information, reference books, magazines, and many other beneficial materials related to job searches.

Students can view materials freely, so please make good use of the library during breaks between classes and other opportunities you have to do so.

■ **Viewing alumni information**

Students can view a list of graduates and enrollees (alumni register). Students must present their student IDs and fill out the reception book before viewing the alumni register.

In addition, the Student and Career Support Center hosts alumni gatherings.