CO-OP JOB APPLICATION PROCESS

WHEN TO APPLY TO POSITIONS:

☑ Employers typically start posting co-op jobs 4-8 months in advance
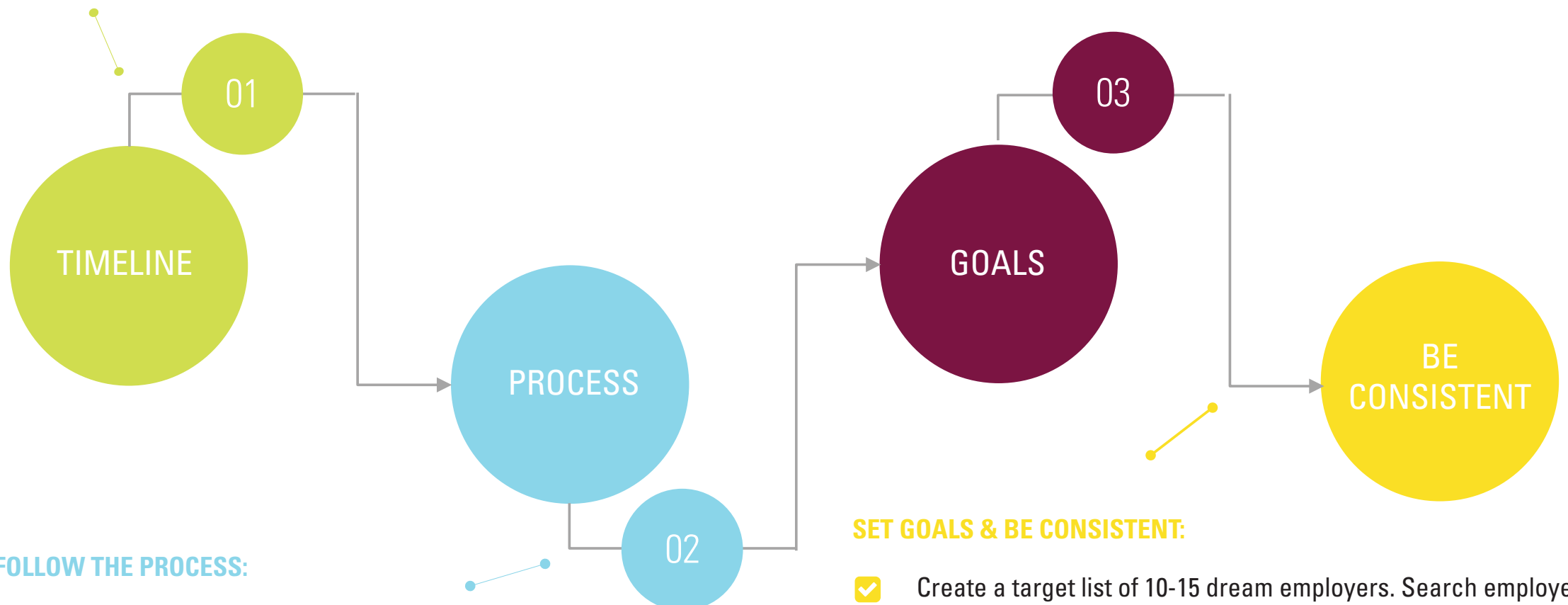
Positions that start in MAY/SPRING:

☑ Begin searching and applying in the Fall & Winter terms

Positions that start in SEPT/FALL:

☑ Begin searching and applying in the Spring/Summer term

Positions that start in JAN/WINTER:

☑ Begin searching and applying in the Fall term

01 TIMELINE

02 PROCESS

03 GOALS

BE CONSISTENT

FOLLOW THE PROCESS:

☑ Apply to jobs on OSCARplus
> Engineering > Co-op Work Terms > Co-op Job Postings

☑ Jobs posted on OSCARplus are considered lower competition as only McMaster Engineering students have access to the co-op board

☑ Apply to jobs on company websites using a customized resume & cover letter

☑ Apply through external job boards such as indeed.ca, eluta.ca, talentegg.ca, and LinkedIn

☑ Network with employers 6-8 months in advance

SET GOALS & BE CONSISTENT:

☑ Create a target list of 10-15 dream employers. Search employers on LinkedIn, scroll down to the "People also viewed" section to find similar companies. Use industry professional associations, chamber of commerce sites, and industry newsletters to find companies.

☑ Apply to at least 50-100 co-op positions with a customized resume & cover letter

☑ Set-up 1 informational interview each week

☑ Attend at least 2-3 employer events on campus per month

☑ Follow up with employers you have connected with

ENGINEERING
Co-op and Career Services

McMaster University