

# PDC CAREER SERVICES APPOINTMENTS



Career development and job search is a multi-step process and PDC can help you. PDC encourages you to spend [at least 30 minutes](#) of your valuable time on yourself each semester focusing on your career preparation.

## Drop-Ins

For quick questions, stop by PDC during our regular office hours Monday – Friday.

\*Dates & Times are subject to change  
(PDC services are unavailable when the college is closed).

## Appointment Requirements

Given the demand for appointments with PDC Career Advisors, if you cannot attend your scheduled appointment, please [cancel as soon as possible through Handshake](#). Students/alumni are given a 5-minute grace period, appointments will be canceled after this time. Students must prepare for all appointments in advance – [review detailed appointment preparation requirements on Handshake](#).



### PDC LOCATION

Library Building, L-114



### CONTACT US

[pdc@citytech.cuny.edu](mailto:pdc@citytech.cuny.edu)



### LEARN MORE

[citytech.cuny.edu/pdc/](http://citytech.cuny.edu/pdc/)



# PDC CAREER SERVICES APPOINTMENT TYPES ON HANDSHAKE

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City Tech student/alum may choose from the following appointment types on Handshake when meeting with a PDC Career Advisor for one-on-one appointments:

- Get Started with PDC and Handshake
- Exploring: Majors, Interests, and Values
- Elevator Pitch
- Check-In
- Search Creating a LinkedIn Profile
- Job and Internship Search
- Creating a LinkedIn Profile
- Resume Critique/Review
- Cover Letter Critique/Review
- Interview Preparation
- Mock Interviews
- Grad School Advising
  - **NOTE:** Personal statements will not be reviewed.