



School of Hospitality and  
Tourism Management



# **School of Hospitality and Tourism Career Center**

**Marriott Hall, Room 128**

**900 W. State Street**

**West Lafayette, IN 47907**

## HTM Career Center

The School of Hospitality and Tourism Management (HTM) Career Center at Purdue University provides services to HTM/CSR Undergraduate students, graduate students, alumni and recruiters. The Center's primary objective is to provide high quality, personalized career planning assistance to HTM/CSR students and alumni.

The HTM Career Center serves as a liaison between our industry company representatives, students and the School. The center's staff strives to facilitate the ideal match between employers and prospective employees. Employers enjoy visiting campus to meet and interview our well-prepared and talented students. They also participate in on-campus recruiting and career fairs.

Purdue's School of Hospitality and Tourism Management and Division of Consumer Science is comprised of approximately 1,000 undergraduate students and 80 graduate students. On average, 700 students utilize HTM Career Center services to pursue hospitality industry internships and permanent employment.

The School of Hospitality and Tourism Management and Division of Consumer Science sponsors a career fair for students each fall and spring, bringing more than 100 companies to campus for each event. HTM/CSR career fairs are an ideal opportunity for companies to promote internships and career opportunities to HTM/CSR students.

Students are encouraged to **participate in the HTM/CSR List Serve** to stay informed of activities that may assist them with internship and career opportunities ([lists.purdue.edu/mailman/listinfo/htmlistserv](https://lists.purdue.edu/mailman/listinfo/htmlistserv)). To take advantage of on-campus interviews, **students must register for a *myCCO* account** ([www.cco.purdue.edu/mycco](http://www.cco.purdue.edu/mycco)).

## HTM Career Center Services

- On-campus student/company interviews.
- Fall and spring student orientations of school policies and procedures.
- Resume pre-screening for companies.
- Fall/September and spring/February career fairs.
- Immediate updates of employment opportunities via the HTM/CSR ListServ.
- On-campus presentations by hospitality professionals to integrate course knowledge with “real world” insight.
- Submits open positions and information to Purdue’s Center for Career Opportunities to promote via *myCCO*.
- Assistance with interview and job search matters for students.
- Recruiter and student liaison.
- Workshops throughout the semester.

## Required Work Experience & Internship

**HTM Students must fulfill a Work Experience (HTM 202) and an Internship (HTM 302).**

- Students are required to attend a mandatory meeting for HTM 202 and HTM 302. Students must also complete an on-line Web-Cert Exam before registering for these two courses.
- Students may interview for work experience or internships with companies visiting campus once they have registered with *myCCO*.
- Students may contact an employer to secure a work experience or an internship provided it meets all HTM guidelines criteria.

## HTM/CSR Career Fairs

The HTM Career Center co-sponsors a fall/September and spring/February career fair. Fairs provide students an opportunity to secure professional work experience, internships, and full-time career opportunities, and to further develop partnerships with a variety of hospitality-focused companies.

HTM/CSR Career Fairs are organized and presented entirely by students. Activities associated with the fall career fair include the fair, on-campus interviews, a keynote speaker, luncheon, and a reception for HTM/CSR seniors and company representatives, and various workshops throughout the semester. Our spring career fair includes the fair, various workshops throughout the semester, plus individual on-campus interviews.

**DO YOUR RESEARCH:** One of the most important things a student can do before applying for a position/interviewing with a company is to *research* the company. The more you know about the company, the better you'll perform in the interview.

## **When to complete a Work Experience & Internship**

The Work Experience (HTM 202) and Internship (HTM 302) may be done only while a student is officially registered in the School of Hospitality and Tourism Management. It should be noted that that some companies only offer internships to sophomores and beyond.

## **No-Show & Last-Minute Cancellation Policy**

**Students who do not show up for a scheduled interview lose interviewing privileges through the HTMR Career Center as well as through the Center for Career Opportunities (CCO).**

When you don't show up for an interview, you not only look bad, but HTM/CSR and Purdue look bad too. Furthermore, because our industry recruiters and human resource professionals are a close-knit network, one company's poor impression of you could follow you throughout your career. Students are expected to attend all scheduled interviews. **Show up for your scheduled interviews.**



If there is not enough time to cancel an interview well in advance, we strongly suggest that you contact the recruiter *in person* (no texting!) first thing in the morning to explain why you will not be there. You should also personally contact the HTM Career Coordinator.

## Career Opportunities

A wide variety of careers are available to HTM/CSR degree holders. Here are just a few of the professional positions currently held by HTM/CSR graduates:

Banquet Manager

Beverage Manager

Club Manager

Consultant

Executive Sales Director

Corporate Division Manager

Corporate Travel Manager

Director of Catering

Director of Purchasing

Director of Sales and Marketing

Executive Housekeeper

Food and Beverage Director

Front Office Manager

Gaming Manager

General Manager

Hospital Foodservice Manager

Hotel Chief Executive Officer

Information Systems Manager

Institutional Foodservice

Manager

Meeting Planner

Multi-Unit Manager

Operations Analyst

Resort Manager

Sales Manager

Tour Operator

Travel Agent

Theme Park Manager

# Internship Opportunities

Many companies welcome the opportunity to have an HTM/CSR student intern on their team. Below is an extensive list of companies where current and former HTM/CSR students have conducted internships.

## Restaurants/Foodservice

4Star Restaurant Group

ARAMARK Corporation

Arni's Restaurant

Biaggi's Ristorante Italiano

Compass Group

Cooper Hawk Winery &

Restaurants

Dewey's Pizza

Hillstone Restaurant Group

Jimmy John's Franchise, LLC

J. Alexander's

Lettuce Entertain You

Levy Restaurants

Northstar Restaurant

Pappas Restaurants

Pinstripes

Pizza Hut, Inc.

The Whittaker Inn

## Financial Planning

Charles Schwab

Edward Jones

OneIndiana Financial Group

Northwestern Mutual

Source One, Inc.

Vanguard

## **Retail**

AT&T Mobile

The Buckle

JC Penney

Nordstrom

Purdue Licensing

Target

## **Selling and Sales Management**

AT&T

Caliber

CED

PepsiCo

Gallagher

Gartner

Nibco

SDI, School Datebooks

Sherwin Williams

SMC

Sonepar USA

## **Hotels**

Dora Hospitality

Drury Hotels

Fairmont Hotels

Four Seasons Hotels & Resorts

French Lick Resort & Casino

Holiday Inn

Horseshoe Casino Resorts

Hyatt Hotels & Resorts

Kimpton Hotels & Restaurants

Marcus Hotel & Resorts

Marriott International, Inc.

MHG Hotels

Shangri-La Hotels & Resort

The Breakers

Union Club Hotel (Purdue)

Waldorf Astoria

White Lodging Services



### **Tourism (Convention & Visitors Bureau)**

Greater Lafayette, IN CVB

Indianapolis, IN CVB

Hendricks County CVB

In the Loop-Chicago

### **Other**

C & T Design

Penn National Gaming, Inc.

Buckingham Companies

Premier Equipment Group

ECOLAB

Republic National Distributing

Entertainment Cruises

Company

Indianapolis Motor Speed Way

Theme Parks (Disney)

Six Flags, Inc.

**[www.purdue.edu/hhs/htm/undergraduate/career\\_center](http://www.purdue.edu/hhs/htm/undergraduate/career_center)**