

Wildcat Cheat Sheet

Four Easy Steps to Find a Job

DECIDE

What type of position is for you?

On-Campus

These positions are posted by UK departments that conduct the selection process. Opportunities are found on the UK Jobs site with posting numbers beginning with "DU."

Federal Work-Study

Federal Work-Study positions are identified by a job title that begins with "FWS." Eligibility is determined by your Free Application for Federal Student Aid (FAFSA).

Off-Campus

Off-campus positions can be found on both the UK Jobs site and Handshake. These opportunities are with local employers that provide student-friendly positions. On the UK Jobs site, off-campus opportunities have posting numbers beginning with "SE."

Internship

An internship is a supervised, career-related work experience that can be found through Handshake.

CREATE

Create accounts and application materials.

You can create accounts and applications on both UK Jobs (ukjobs.uky.edu) and Handshake (uky.joinhandshake.com)

Feeling stuck writing your resume?

Stuckert Career Center can help! Stuckert Career Center is a free resource that can assist you in creating a resume and cover letter. Schedule an appointment through Handshake.

SEARCH

Search for your next great opportunity!

Explore opportunities via UK Jobs and Handshake (new positions are posted daily). Use filtering options to narrow your search.

APPLY

Apply, apply, apply!

Apply to any and all jobs which interest you.
Apply as soon as possible. The process can take longer than expected.

FINANCIAL RESOURCES

Financial Ombud Services

This office works with students individually to assist in student financial challenges affecting scheduled payments for tuition and fees to the university.

www.uky.edu/financialaid/financial-ombud-services
Email: financialombud@lsv.uky.edu

MoneyCATS

This peer-led team offers financial literacy programs to help students meet their changing financial needs.

www.uky.edu/financialwellness
Email: moneyCATS@uky.edu
Phone: (859) 323-5241

Basic Needs Support

The Basic Needs Hub exists to assist with housing, food, and financial needs to promote academic success, wellness, and a sense of belonging.

www.uky.edu/basicneeds

Big Blue Pantry

A free food pantry open to any University of Kentucky student with a valid UK ID experiencing food insecurity or hunger.

www.uky.edu/concern/big-bluepantry
Email: bigbluepantry@gmail.com
Phone: (859) 562-3379

Wildcat Wardrobe

A career closet for students, aimed at alleviating the financial burden of purchasing professional clothing for job interviews, internships, and full-time job opportunities.

wildcatwardrobe.shopsettings.com
Email: sga.wardrobe@uky.edu

EMPLOYMENT RESOURCES

HR Student Employment & UK Jobs

This is a free service that supports current UK students seeking student-friendly employment.

www.uky.edu/hr/student-employment
ukjobs.uky.edu
Email: studentemployment@uky.edu
Phone: (859) 257-9554

Stuckert Career Center

This team provides career development programming, resources, and services for current students and new graduates.

www.uky.edu/careercenter
Email: ukcareercenter@uky.edu
Phone: (859) 257-2746

Handshake

This website connects students with employers, event information, and campus recruiting events.

uky.joinhandshake.com

Federal Work-Study and Financial Aid (FWS)

The Federal Work-Study Program helps students earn financial funding through a part-time employment program.

www.uky.edu/financialaid/content/federal-work-study
Email: fws@uky.edu
Phone: (859) 218-2001

STEPS Temporary Employment

STEPS is UK's temporary staffing solution that fills full- and part-time temporary positions.

www.uky.edu/hr/steps
Email: temporaryemployment@uky.edu
Phone: (859) 257-9555

International Center Student Services F-1 Visas

This team helps international students find employment opportunities and answer questions about visa requirements.

www.international.uky.edu/iss/students/F1employment
Email: iss@uky.edu
Phone: (859) 323-2121