



進路や将来(キャリア)についての疑問や不安などは就職キャリア支援室にご相談ください!

## 開室日・取扱時間

**開室時間** 平日 9:30~18:00 (相談受付、名簿閲覧申込は 17:00 まで)  
土曜日 9:30~13:00 (相談受付、名簿閲覧申込は 12:30 まで) ※ 日曜・祝日および創立記念日・年末年始等大学が定める休日は閉室します。

## 支援内容

### 就職キャリア相談

エントリーシートの添削, 面接練習等はもちろんのこと,  
「就職活動って何から始めたらいいの?」「公務員との併願は?」  
「留学と就職活動の兼ね合いは?」など, 就職・キャリアに関する  
相談ならどのような事でも応じます。

### 就職活動報告書の閲覧

実際にその企業に内定をもらった卒業生が残した記録です。  
記入者は匿名ですが, 実際の面接で聞かれたことや  
筆記試験内容などが詳細に記載されている,  
明大生限定の大変貴重な資料です。

### OG・OG 名簿閲覧

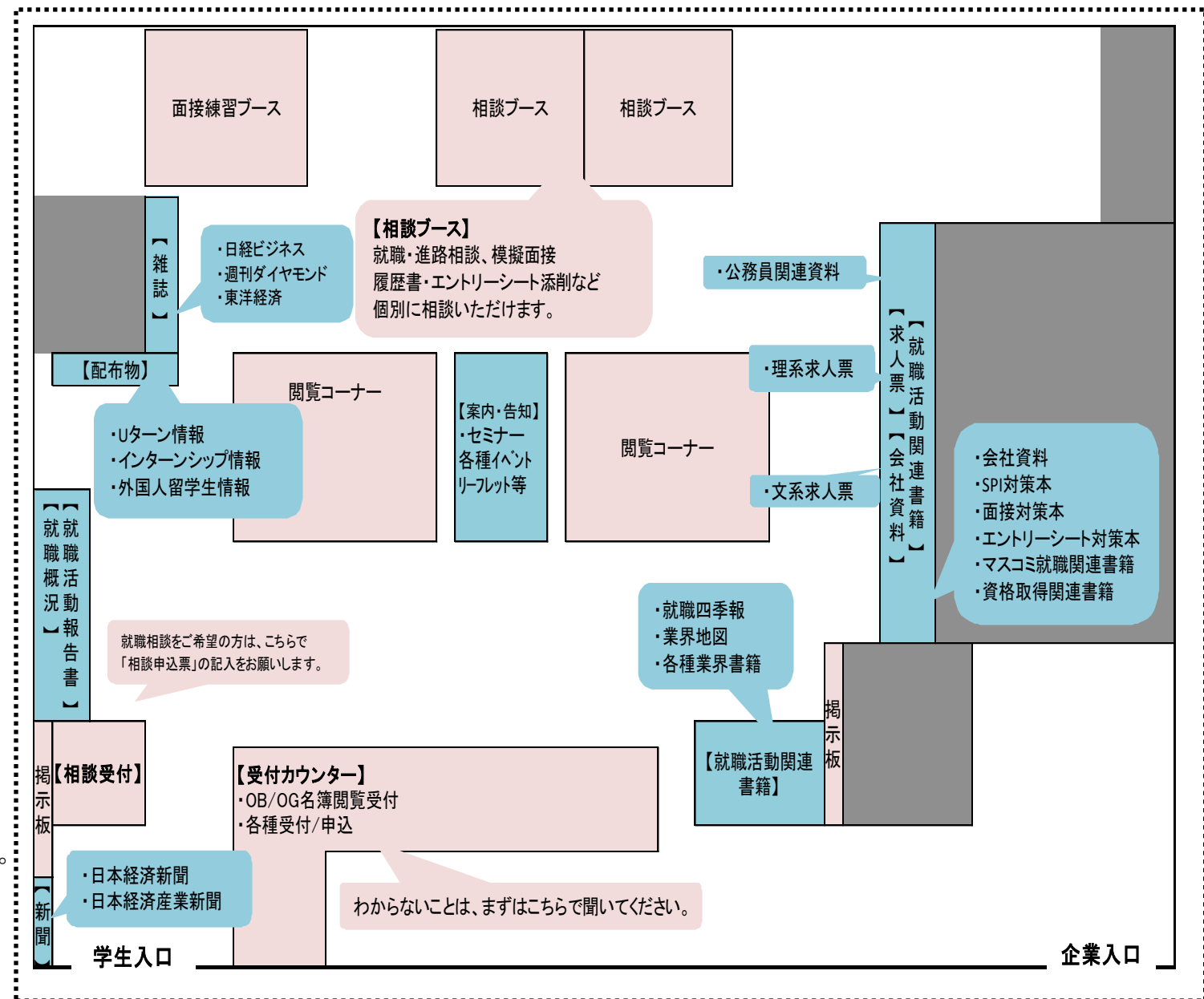
6000社以上の企業のOB・OGを閲覧できます。  
具体的な仕事内容, 社内の雰囲気等, 貴重な  
“生の情報”を手に入れよう!  
(※閲覧は個人情報保護の目的から一定の手続きが必要になります。)

### 求人票の閲覧(Web からも行えます)

企業からの採用求人票の閲覧ができます。  
特に“明大生積極採用企業”の大学への「来訪企業」リスト等貴重な情報満載です。

### その他, 就職関連図書の閲覧

高層棟6階 就職キャリア支援室 室内見取り図



# EMPLOYMENT AND CAREER DEVELOPMENT SUPPORT ROOM



*Feel free to ask us about any problems and/or concerns on job-hunting in Japan!*



**Office Hours:** Weekdays 9:30 am ~ 6:00 pm (Council appointment & Alumni-list browsing reception until **5:00 pm**)  
Saturdays 9:30 am ~ 1:00 pm (Council appointment & Alumni-list browsing reception until **12:30 pm**)

※ Office will be closed on Sundays, holidays, and university holidays.

## Our Services

Most of the services are offered mainly in Japanese.

For those who seek for consultation in English, please contact the office beforehand.

### • Career Advisory Service

“How do you get employed in Japan?” “How’s the employment situation of international students?” “How much Japanese skills are required in order to get hired?” Councilors are welcome to answer any questions and concerns related on job-hunting in Japan. Assistance with job-hunting activities such as reviewing entry sheets, preparing for interviews, and individual consultation are also provided.

### • Job-hunting Reports “Katsudo-Houkokusho”

Many graduates have written reports about their job-hunting process of companies they applied. The reports include information about the writing test, the screening process, and general advices on job-hunting. The “Katsudo-Houkokusho” has been a very valuable material for Meiji University students.

### • Alumni-list Browsing

Contact details of alumni (OB/OG) from more than 6000 companies are able to be browsed. Seeing graduates will be a good chance to ask specifically about his/her job, company information, and many other useful facts. (Certain registration procedures are needed due to privacy policy)

### • Job postings (also available via website)

Job postings from companies are able to be browsed at the support room.

### • Job-hunting related books

# Employment and Career Development Support Room (High-Rise Wing 6<sup>th</sup> floor) Floor Plan

