

**MSIV Career Lecture**

# Navigating the Job Search

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IMPACT VENTURES**

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# Objective

For the past 15 years, I have presented "Navigating the Job Search" to undergraduate and graduate students at various schools and organizations around the country. I have weaved together an interactive collection of real-life interview questions, stories, advice, quotes, coaching and friendly role plays that help students prepare and increase their comfort level. My presentation reinforces what it takes to successfully navigate the job search and students leave the session with confidence, knowledge and a plan for a positive outcome.

# Agenda

1. Introduction
2. Level 100 - The basics
3. Level 200 - Prepare and be strategic
4. “Intermission”
5. Level 300 - Practical advice
6. Level 400 - Crafting your pitch
7. Actual interview questions - time to participate
8. Final thoughts
9. Q&A

# Introduction - my path

Born in **Miami Beach**

1991 - **Ransom Everglades High School**

1995 - **Washington University (St. Louis)**

Political Science Major

Business Administration Minor

Kicker on football team

1999 - **University of Colorado MBA**

Finance/Technology & Innovation Mgmt

Case Study

1995-1997

1999-2013

2014-2019

2019-

**AIG**

**Goldman Sachs** (24 interviews)

**KKR** (30 interviews)

**Baker Street Advisors** (10 interviews)

# My family



Rebecca

Adam

Samantha (20)

Alice (17)

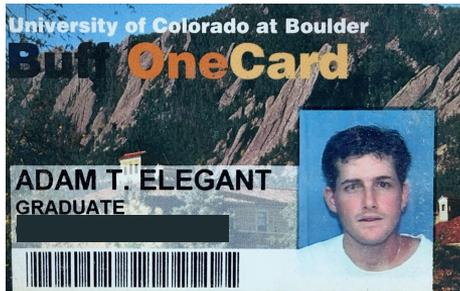
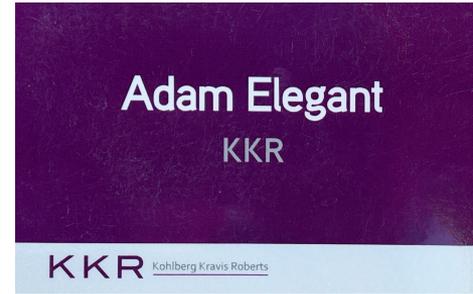
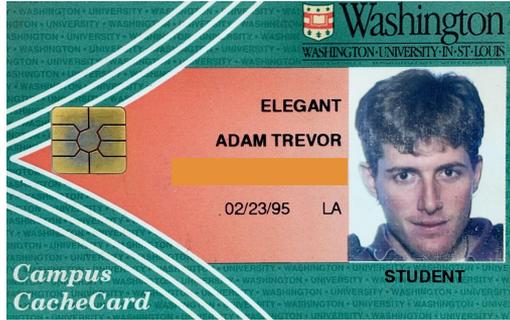
Jake (13)

Louie the dog (3)

Kentfield, CA



# A quick trip down memory lane





# Ground rules

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- Highly Interactive
- Comfortable Participation
- Questions
  - Ask anytime
  - Turn the question on me

# Level 100

## The basics

- One page resume, don't lie or exaggerate
- Get a good night's sleep before interviews
- Dress nicely and be presentable
- Be early (on-time = late)
- Be courteous and polite to EVERYONE
- Turn phone off well before initial greeting
- Practice your intro / greeting
- Make eye contact
- Prepare and ask thoughtful questions
- Write a thank you note (or email)

# Level 200

Prepare and be strategic

Connect with your network!

“Collect people” and keep in touch

Be “intellectually curious” and be a sponge

Research who you are meeting

Be interesting / engaging

Formulate opinions and share them

Bring a paper, article or recommendation

Befriend the “gatekeeper” / find your guide

Make things easy for people

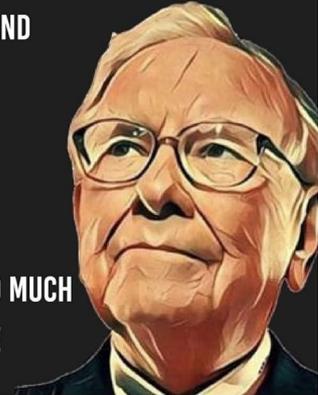
Be mindful of your social media profile

# Intermission

## Some wisdom from Warren Buffett

### 10 THINGS PEOPLE LEARN TOO LATE

1. EVERYTHING IS TEMPORARY
2. LIFE ISN'T FAIR
3. FAMILY MATTERS MORE THAN FRIENDS
4. OTHERS TREAT YOU THE WAY YOU TREAT YOURSELF
5. BENEATH ANGER THERE'S ALWAYS FEAR
6. HAPPINESS IS A CHOICE AND REQUIRES HARD WORK
7. A LIFETIME ISN'T AS LONG AS YOU THINK
8. THE BIGGEST RISK IS NOT TAKING ANY RISK
9. THINGS DON'T MATTER SO MUCH
10. YOU PLAYED IT TOO SAFE



# Level 300

## Practical advice

Stay organized throughout the process

Turn your brain into a database, triangulate and connect the dots

Find a common interest, connect - LinkedIn

Writing is a skill - practice it

Listen! (time for a quiz)

Follow-up! (one email is not following up)

Don't disqualify yourself or overreach

Don't have your parents call....

Take rejection in stride... it's part of life

# Level 400

Crafting your pitch

The job search is a sales process

Be friendly, positive, confident

Get comfortable with your words / refine phone skills / practice in front of mirror

Rehearse your “elevator pitch”

Start with “Thank you” and appreciation

Avoid empty phrases

Find the “pain point” and run with it

Have no fear

Quantify, quantify, quantify

# Actual interview questions and interactions

Your elevator pitch?

Dream Job?

Two pieces of rope

Stanford question?

Weakness?

Let's buy a watch

Persistence?

Stock pitch?

Pet Peeve?

Airport question?

Mantra or quote you live by?

Sarah Palin question?

How many months have 28 days?

Title of your autobiography?

# Final thoughts

If you can't explain it simply, you don't understand it well enough. - **Albert Einstein**

If you don't know where you are going, you'll end up someplace else. —**Yogi Berra**

It's not what you don't know that gets you in trouble, it's what you think you know for certain that just ain't so - **Mark Twain**

**Book recommendations, favorite quotes and additional resources are all available at <http://www.adamelegant.com>**

Q&A

# 10 THINGS THAT REQUIRE ZERO TALENT

- Being On Time
- Making An Effort
- Being High Energy
- Having A Positive Attitude
- Being Passionate
- Using Good Body Language
- Being Coachable
- Doing A Little Extra
- Being Prepared
- Having A Strong Work Ethic