Training Manual

Explore Job Postings From All Around the World!

Going Global offers expert advice to domestic and international students looking to work in the United States as well as abroad. This database includes more than 600,000 worldwide job and internship posting along with a searchable H1B visa database for international students.

Table of Contents

Access to Going Global..........................2-3
Training & Online Tutorials...............3
H1B Info..............................................4
Jobs/Internships..................................5
Employer Directory...............................6
USA/Canada City Guides.......................7
Country Guides.....................................8
Stay Connected to Going Global..........8
Access to Going Global

**Students** Log in to mavjobs.com and click on **All MSU students are issued a Mavjobs account upon registering for classes. Your username is your MNSU email address. If you don’t remember your password, click on Forgot your password?**

**Alumni/Faculty/Staff** If you don’t already have a Mavjobs account, you will need to create one at [http://www.mnsu.edu/cdc/students/alumni-request/request.php](http://www.mnsu.edu/cdc/students/alumni-request/request.php)
Do I need to create a personal account with Going Global?

Not necessarily. With a personal account you can bookmark pages, make notes, and set any page in the system as your default. Creating a personal account does not change the way you are able to access or view any of Going Global’s content. To access your personal account, click on the Sign into Personal Account button in the upper right-hand corner of your screen.

Personal accounts are limited to 180 days. Continued access requires the establishment of a new account every 180 days. Direct access to Going Global via MavJobs is not affected by this policy.

Training & Online Tutorials

Live training event Learn how to access and use the tools on the Going Global platform. This is a one-hour, web based training session exclusively for career services personnel, staff and faculty members of subscriber organizations. Training sessions are held on a monthly basis.

Register at http://online.goingglobal.com/training.aspx

Demo video

Database Highlights: A Brief Introduction to GoinGlobal Subscription Services (10 min) http://online.goingglobal.com/presentation2.aspx

Podcasts/Webinars/Reports

Going Global is proud to provide subscribers with links to valuable online content that complements the tools and information found on the site. Topics include, but are not limited to, international entrepreneurship, the impact of globalization, professional development, the U.S. immigration process, and non-profit organizations.

http://blog.goingglobal.com/
H1B Info

Through H1B visa status, U.S. employers can hire foreign professional employees who have at least a four year college degree (or equivalent work experience), and will work in a specialty position.

The following links list the top 250 companies that apply for the most H1B visas by specific metro areas and all 50 states:

Metro Search

The H1B Plus database contains approximately 500,000 H1B records of companies that applied for H1B visas in the prior year and allows for searches based on:

industry, job title, company, and location.

Search by Minneapolis-St. Paul metro area; top 8 companies with the most H1B petitions

<table>
<thead>
<tr>
<th>Company</th>
<th>Street</th>
<th>City</th>
<th>State</th>
<th>ZIP</th>
<th>Total Petitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>CARGILL, INCORPORATED</td>
<td>15407 MCGINTY ROAD WEST</td>
<td>WAYZATA</td>
<td>MN</td>
<td>55391</td>
<td>194</td>
</tr>
<tr>
<td>UNIVERSITY OF MINNESOTA</td>
<td>420 DELAWARE STREET BOX 300</td>
<td>MINNEAPOLIS</td>
<td>MN</td>
<td>55455</td>
<td>186</td>
</tr>
<tr>
<td>MEDTRONIC, INC.</td>
<td>710 MEDTRONIC PARKWAY</td>
<td>MINNEAPOLIS</td>
<td>MN</td>
<td>55432</td>
<td>123</td>
</tr>
<tr>
<td>WEST SERVICES, INC.</td>
<td>610 OPPERMAN DRIVE</td>
<td>EAGAN</td>
<td>MN</td>
<td>55123</td>
<td>100</td>
</tr>
<tr>
<td>UNITED HEALTHCARE SERVICES, INC.</td>
<td>9900 BREN ROAD EAST MI008-7502</td>
<td>MINNETONKA</td>
<td>MN</td>
<td>55343</td>
<td>96</td>
</tr>
<tr>
<td>PRICEWATERHOUSECOOPERS LLP</td>
<td>225 S. SIXTH ST., STE. 1440 0407A1-MINN</td>
<td>MINNEAPOLIS</td>
<td>MN</td>
<td>55402</td>
<td>70</td>
</tr>
<tr>
<td>IS3C INC. DBA: SELECT SOURCE INTERNATIONAL</td>
<td>6311 WAYZATA BLVD. SUITE 150</td>
<td>MINNEAPOLIS/ST. LOUIS PARK</td>
<td>MN</td>
<td>55416</td>
<td>45</td>
</tr>
<tr>
<td>U.S. BANK NATIONAL ASSOCIATION</td>
<td>800 NICOLLET MALL</td>
<td>MINNEAPOLIS</td>
<td>MN</td>
<td>55402</td>
<td>38</td>
</tr>
</tbody>
</table>

This information was gathered directly from Department of Labor (DOL) records, which is the government agency responsible for all H1B submissions. Once a year, DOL makes available a listing of all companies who have submitted H1B visa applications for the prior 12 months, from October to September.

Going Global’s H1B database contains the most recent records available.
Jobs/Internships

Search more than 600,000 job and internship postings from leading employers worldwide! All Going Global job and internship listings are updated daily.

In addition to searching for positions right through Going Global, there are job search resources that can be found in both the Country and City Career Guides. The job search resources include online job sites, government employment resources, internship programs, job fairs and career events, staffing agencies, executive recruiters and search firms, as well as newspapers that publish job advertisements all for the indicated region.

Where Do Going Global Job And Internship Listings Come From?

Going Global utilizes a spider technology that "captures" and "catalogs" thousands of job and internship postings directly from hundreds of multinational corporations headquartered in various locations around the world. Non-profit and NGO listings are provided by Idealist.org.

By capturing all of these opportunities from different companies in one system, you can search worldwide by position, industry, location, or by company ... with the press of a button. Going Global’s system also allows you to directly apply for the job or internship with the prospective employer.

Using advanced keyword, searched all internship opportunities in South America posted in the last 14 days

![Daily Job / Internship Postings](image-url)
Employer Directory

More than 450,000 corporate profiles are contained in this database, which is updated quarterly.

Conduct a Profile Search by industry, company, location, sales, or number of employees. You also have the option to Browse by USA State or Browse by Country.

Cargill profile (#1 company in H1B petitions in Minneapolis-St. Paul metro area)

Cargill Inc.

Name: Cargill Inc.
Founded: 1865
Country: United States
Type: Exporter; Importer; Private Company, Headquarters Location
Description:
Manufacturing: Corn, flour, cocoa, feed and malt milling, animal nutrition products, fertilizers, fruit juice, salt products, steel mills, industrial oils and lubricants, sunflower seeds, soybean, cottonseed, beef, pork and turkey processing. Agriculture: Cattle feedlots, grain grinding, peanuts and shelling, and hazelnuts. Mining: Phosphate. Transportation: Marine cargo. Services: Agricultural research. Finance: Commodities trading, futures broker, investments and holding company.

Primary NAICS: 311211 : Flour Milling
Secondary NAICS: 112112 : Cattle Feedlots
Secondary NAICS2: 115113 : Crop Harvesting, Primarily By Machine

Employees: 160000

Latest Financial Data: $120,439,000,000.00

Highest Officers:
Main: Page, Gregory (Chief Executive Officer, President, Chairman of the Board)
Finance: MacLennan, David W. (Chief Financial Officer)
Technology: Head of MIS, Systems (Christenson, Ronald L.)
Human Resources: Personnel Director (Vrijsen, Peter)

Mailing Information:
Cargill Inc.
PO Box 9300
Minneapolis
MN
55440-9300

Phone: (800)227-4455
(952)742-7575
Fax: (952)742-7393
Website: http://www.cargill.com
USA/Canada City Guides

Contains 43 USA City Career Guides and 6 Canada City Career Guides -- 65-85 pages in length!

City Career Guides feature fast-track employment resources within the largest and most dynamic metropolitan areas in North America.

Each City Career Guide contains recommended web sites, professional resources and reliable statistics for:

- **Job search resources**: local branches of staffing agencies and executive recruitment firms, career fairs, newspapers, and government-sponsored employment offices
- **State and metro listings for companies which have applied for H1B visas**
- **Top company listings** with full business descriptions and contact information
- **Local employment outlook** and key industry sectors
- **Business resources**, including **Chambers of Commerce** and other networking and professional organizations
- **Cost of living** information
- **Work permit and visa regulations**
- **Resume writing guidelines** and samples
- **Interviewing and cultural advice**
- **Nonprofit and volunteer opportunities**

43 of the largest and most dynamic metropolitan areas in North America
Country Guides

Going Global Country Career Guides are the ultimate international job seeker's guide!

Packed with country-specific information, this massive research tool contains more than 80,000 pages of expert advice and insider tips for finding international employment at home and abroad. The Country Career Guides offer similar information as the City Career Guides including job search resources, companies which have applied for H1B visas, top company listings, employment outlook, work permit and visa regulations, resume writing guides, and cultural advice.

Each Country Career Guide has been developed by a local career specialist, is updated annually, and includes recommended web sites and detailed resource descriptions for vital employment topics.

Stay Connected to Going Global

On a monthly basis, Going Global distributes the latest in international job-hunting news via an e-newsletter.

Please contact newsletter@goingglobal.com