

Starting a career soon? Get Inspired...

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Career is
more than a job...



*“The significance of work for **individuals** is that work is more **profound** than the making of money: career is the most common means by which people **join** a larger **community**”* Angel McCormack



Career is
personal...

It's about **YOU**



How do **YOU** find
a job that
corresponds to
your **profile?**



1 Discover

*“**Knowledge** is not the same as morality, but we need to understand if we are to avoid past mistakes and move in **productive directions**. An important part of that understanding is knowing **who we are** and **what we can do...**”*

Howard Gardner

Who am I?

Intrapersonal entails the capacity to understand oneself, to appreciate one's feelings, fears and motivations.

Inter-personal involves the capacity to understand the intentions, motivations and desires of other people. It allows people to work effectively with others.




Reveal



Communication skills
Decision-Making skills
Teamwork skills

What can I do?



Practical skills abilities and competencies that one acquires through studies, and or professional experience

What do I want to do?



Ambition

Interest

Motivation

What can I NOT do?



Limitations
Constraints
Threats

**Career is
professional...**



2

Identify



Recruiters Needs...


**Multiple-intelligence
profiles**

Practical intelligence academic knowledge reinforced by experience.

Emotional intelligence capacity, skill, or self-perceived ability to identify, assess, and manage the emotions of one's self, of others, and of groups.

Linguistic Intelligence involves sensitivity to spoken and written language...The capacity to use language to accomplish certain goals.

Social Intelligence ability to relate successfully with the wider world.

A photograph of a pond with lily pads and reflections of trees and sky. The water is calm, creating clear reflections of the surrounding environment. The text '3 Match' is overlaid on the left side of the image.

3

Match

*«Individuals and job traits can be matched ...Close matches are positively correlated with **SUCCESS** and **satisfaction.**»*

Parsons

4

Sell

CV and Cover Letter

are your career roadmap

**Be clear, relevant and
succinct.**

Cover Letter

1. For what position are you applying?
2. How did you learn of the position or company?
3. Why are you perfect for the position?
4. Solicit a meeting



Cover Letter Samples

- French cover letter
- English Cover Letter

Resume: Writing tips

- **Emphasize your education**
- **Use a summary of qualifications**
- **Include any summer or part-time jobs**
- **Use a professional resume format**
- **Don't Exaggerate or lie**
- **Proofread, proofread, proofread!**

CV Sample

- French CV
- English CV

CV and Cover Letter Dos and Don'ts

Avoid spelling mistakes

Adopt a positive tone

Use action verbs

Don't copy paste

Don't be wordy

Don't lie



5

Get Interviewed

Interviews: Real Situations

*“We sometimes **encounter** people, even perfect strangers, who begin to **interest** us at **first sight**, somehow suddenly, all at once, before a word has been spoken.”*

Fyodor Dostoevsky



Impress

Be prepared with everything you can possibly know about the company the position, the department, the industry and/or the competition.

Practice your answers to commonly asked interview questions so that you come across as a well-prepared candidate.

Your interview strategy must include
proofs that you have
successfully completed job-
relevant **tasks**: facts, numbers,
percentages...



6

Follow-up

After Interviews

Thank-you letters
(within 2 business days)

Purpose

Show appreciation

Reiterate your interest

Review your qualifications

Demonstrate your good manners

A tip...



Individual Promotion

Networking Use of Social Media

Participation Conferences, University events, career events...

Involvement Social voluntary work, leadership programs...

Good Luck!