

Career & Entrepreneurship Workshop

By Sarfraz Hasan

www.ureka.co.uk

For Job Seekers

The Four Key Elements

- A. Self Awareness
- B. Profile Development
- C. Skills Acquisition
- D. Market Intelligence

Self Awareness

- Ability / Aptitude / Personality tests
- Experience & Exposure to industries
- Personalised Career Plan

Only writing a test is not enough, what is critical is:

- detailed analysis of the test
- thorough understanding of what it means for **you**
- how to apply it in **your** decision making

Use a Career Coach to help you understand and apply the findings in your career related decision making.

Profile Development

Q1 - What are the experiences, trainings, certifications, trips, workshops, hands-on work etc that can set you apart in front of a recruiter?

Q2 - How do you get them?

Q3 - How do you highlight them in your online / offline profile?

Note:

- Not all trainings, workshops, certifications are helpful, be careful
- Spend money wisely to get them, don't look just for free stuff (remember – no free lunches)
- Hands-on work, volunteering, work experience, even part time is definitely useful
- Getting the right stuff is one thing but being able to highlight it properly in your online / offline profile and being able to talk about with a recruiter is also very important – Career Coach or Career Specialists can help here

Online – LinkedIn, Facebook, Instagram (if in creative field), Job Sites

Offline – CV, Brief profile, General script for all interviews, General Script for 'Networking Meetings'

Career & Entrepreneurship Workshop

By Sarfraz Hasan

www.ureka.co.uk

Skills Acquisition

1. Personal Skills – Confidence Building, Professional Grooming, Business Etiquettes
2. Communication Skills – Email, Over-the-Phone, In-Person, In-Public
3. Recruitment Skills – Interview, GD, Tests
4. Soft Skills – 67% of fresh graduates starting their first jobs struggle badly in the workplace. Just getting a job is not enough, you have to perform well in it too
5. Networking Skills – Perhaps one of the most critical skill to acquire

Market Intelligence

- Q1 – What type of jobs are available in the market in your selected industries
Q2 – What work is done by people in those jobs?
Q3 – How to perform company research before the interview?
Q4 – What skills / attitude do the employers seek?
Q5 – What are the 'Next Generation' jobs in your interest / academic areas.

Most current jobs won't exist in the next 10 years.

Know – Prepare – Act to remain employable in the coming years

General Points

- The Sooner you Start from point A (above) the Better it is
- Explore – Try – Experience
New things, ideas, places, cultures, food – Be Inquisitive
- Push Yourself Out of Your Comfort Zone
- Work – Serious Work
- Develop & Maintain Connections in the Industry

Career Coach

- A good one can give your career a boost that would not have been possible otherwise
- Select Carefully
Selection Criterion – Sincerity | Commitment (time) | Interest | Capability

Note: Ureka Ltd is coming out with a Career Course titled '**Magic 101**' that will cover all of the elements discussed above + UK Certificate + Career Coach services + Support by a Delhi Recruitment Agency

This paid course will be available **only** for 25 students who are really serious about building a super career, selected on the basis of rigorous selection process conducted by Ureka London.

Participants Handout