



BUSSINES TIMES

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DISCOVERING MYSELF - EXPLORING SKILLS

WHAT AM I GOOD AT?

Finding a job may seem easy but it's not as simple as it looks like. Before you search your ideal job you need to identify your professional and personal competences and skills.

STEP 1

Be honest with yourself. Ask yourself. What am I good at? What can I offer to the world? Make an evaluation on your capabilities and qualities.

STEP 2

Look around. Research the markets. We all live in our own world but when we get out of our comfort zone we are surrounded by many opportunities and also risks.

STEP 3

Be careful.

What you wish for can sometimes really happen, so make a wise choice not a huge mistake. It is very important to find balance between what the markets need and your professional abilities.

Congratulations! Now you are ready to find your dream job!

A PERFECT CV?

DO'S

- Be sure you will refresh your CV (mention information related to the job you want to apply).
- Use concrete, true facts to support your CV.
- Mention your hobbies and competences.
- Be clear and precise about your educational background.
- Give simple explanations about your previous professional experiences.
- Before you send it check it for grammar mistakes.
- Organize your CV design.



DONT'S



- Don't specify your political opinion in your CV. (nobody cares)
- Don't mention your private life. (nobody cares)
- Don't brag too much about your competences. Just mention them. (nobody like an narcissistic personality)
- Don't put an inappropriate profile

photo.

- Don't make it too long. (nobody will read it. It's exhausting)

Face the future

Invest in yourself

1. Work hard to obtain a diploma in the field that you are interested in.
2. Gain experience through projects, internships and volunteering etc.
3. Make a market research regarding the jobs afford.
4. Find more and more information about the field that you are interested in (internet, HR sites).
5. Search information about companies which looks for new employers.
6. Update your CV on the HR sites (Linked in, eJobs, Best Jobs).
7. Be available, informed and interested.



Find yourself in EU opportunities

#1 ERASMUS PLUS

Erasmus + is the new EU programme for education, training, youth and sport. It combines seven programmes from the 2007-2013 period, namely the Long Life Learning programme (LLP), the Youth in action programme and five international cooperation programmes.

#2 EURES

It is a cooperation network designed to facilitate the free movement of workers within the 28 EU countries plus Switzerland, Iceland, Lichtenstein and Norway. Also it has EURES portal that provides information and recruitment, seasonal or permanent opportunities from EURES members and partners. The job search database is updated daily.

#3 INTERNSHIPS

These Internships offer international experience to the global industry, increases practical knowledge covering 20 domains like Engineering, Economics, Law, Teaching and Sciences. It lasts 8-45 weeks of full time program (8h

per day) and people have the opportunity to interact daily with staff companies.

#4 ENTREPRENEURS

This program is for innovative young people who want to start a business or Entrepreneurs with experiences. Furthermore it is an efficient and excellent combination between potential entrepreneurs who want to develop their management, administration, decisional-making skills and an experienced enterprise where they can learn about international cooperation, exchanging perspectives, gaining cultural knowledge and updating their entrepreneurial attitude. It lasts between 1-6 months and you have to present a business plan.

#5 EVS

It's about volunteering work, gaining social responsibilities, organizing humanitarian projects and helping people in need by trying to solve their social problems like fighting against discriminations, poverty, disabilities and human rights.



Let's have fun ...

Find the words ..

- Job
- Interview
- Business
- Degree
- Skills
- Teamwork
- Search
- Motivation
- Employer
- Career
- Study
- Experience

j	o	b	a	j	l	k	o	i	b	b	c	o	i	w
v	k	o	i	e	e	m	c	n	u	s	r	t	b	y
c	f	j	o	o	i	d	a	i	s	a	m	q	r	i
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x	s	s	g	j	e	g	e	t	n	a	s	b	o	i
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