

# DEYS

Daily Employability for Young Students

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# Contents

<b>How to create a perfect CV</b> .....	3
<b>What you should or should not do when working or starting a business abroad.</b> .....	4
<b>Employment in EU</b> .....	5
Services.....	5
<b>Employability opportunities for youth in Europe</b> .....	6
European Solidarity Corps .....	6
Erasmus Traineeships (Placement) .....	6
Horizon 2020 .....	6
EURES .....	7
Internships at EU Institutions .....	7
<b>Crossword</b> .....	8

# How to create a perfect CV



A good cv, that describes a person and their competences the best is important for everyone who is applying for a job. It is very easy to make mistakes, that impact your chances on getting the job. Here are some helpful tips that will increase your chances of getting the job. After reading this article and following the tips, you will get the job, that you wanted.

- If you want to apply for a job in a creative industry or you are a creative person, you should show it a little bit on your cv, maybe change up the style of your writing or add a picture that fits the job you're applying to.
- If you know what skills the employer is looking for in an employee, make sure that you highlight them, because that shows that you know what kind of job you're applying to and what skills you need to have for that job.
- If you know that you're applying for a job in a company that is modern and uses new technologies consider making your CV online. For example, there's a good social networking site LinkedIn, which is used a lot by job seekers and also employers. You just have to create a profile and that's going to be your CV.
- Be specific about your skills, you have to make sure that the employer knows exactly how good your abilities are. You definitely don't want the employer to think that you know more than you actually do.
- When writing about your work experience, include your responsibilities in every job that you have had.
- Don't forget about the motivational letter. Write about the skills that you have and that apply to the job. Also prove that the company needs you and show that you know the company.
- You shouldn't lie about your skills, experience or education in a CV. Be honest and the employer will most likely highly value that.
- Try not to make any grammar mistakes, read carefully what you have written in the CV, because you don't want to make a bad impression of yourself and show your carelessness.
- Try not to write the typical phrases like: I'm very friendly, I'm very good at teamwork, I'm ready to learn something new if that's needed. Try to describe yourself in a way that makes you stand out.

- Don't make your CV too long. Employers don't have time to read CVs that are 2 pages or more.You have to analyze which information is the most important and which is not.

- Don't write your age, gender, nationality if it's not asked. Because that lets the employer discriminate you before even looking at your work experience, skills and education.

Hopefully these tips will make it easier for you to write your CV.

## What you should or should not do when working or starting a business abroad.



Working or starting a business abroad can be a great opportunity to gain lots of experience and benefit your career. Many young people tend to open their own businesses nowadays or find a job at early age. However, there are definitely challenges that one will face when they decide to work or start a business, especially in another country.

Below you will find some tips (do's and don'ts) for working/starting a business abroad.

Firstly, when entering another country, especially in order to work, one should carefully research the laws of that country, the common practices, banking, taxes and requirements for starting a business so that they can manage their wallet and not get into trouble. For example, in some countries starting a business takes longer time than in others, in some countries taxes are really high unlike in another ones.

To continue the topic of the law, it would be great to consult with a lawyer before accepting a job offer and signing the contract, or when starting your own business in a new environment. There can be some laws or points in the contract that can be confusing or ambiguous, so one needs a professional's support.

Secondly, it is very important to have a plan already before going abroad. Of course, it may change once you localize and come to know the culture and the people of that country, but one should have a clear understanding of the idea and the ways to make the idea become a reality. By the way, it is very important to also try to maximally know the people and their culture, in order to understand what they need and what you need to do for them to become your potential consumers.

Learning the language is also essential. Both, in case of working and starting a business, one needs to know at least the basics of the language in order to communicate with partners, staff and consumers.

Research is very important. In case of business, of course, one needs to investigate the market and recognize the past and present competitions, failures of the similar businesses and successes of those. This will definitely help to plan your business and think about a good strategy.

And last, but not least, you need to form a network in order to get the support you need both when starting and also when further developing your business and your career in another country.

## Employment in EU



EURES (European Employment Service) is a corporation network providing information about job and educational opportunities abroad. It also includes job offers. EURES operates in 31 European countries including EEA (European Economic Agency) and Switzerland. The main goal of this service is to support free movement of workforce within participating countries. Entire network is under the auspices of and coordinated by European Commission and cooperates with other partner organizations from all participating countries.

### Services

All services provided by the EURES are free of charge for both employers and those interested in work or education.

- Provides jobseekers with information about working and living conditions in all cooperating countries
- Provides information about educational opportunities in the cooperating countries (operated by part of European Commission, PLOTEUS – Portal on Learning Opportunities Throughout Europe)
- Provides employment in the cooperating countries
- Provides the opportunity to contact a live advisor for additional information and assistance
- Allows you to create My EURES profile to publish your CV in different languages for prospective employers
- Helps find suitable candidates to work for employers who are interested in workers from other countries

# Employability opportunities for youth in Europe



According to Eurostat there were 3.3 million youths unemployed in European Union and 5.5 million youths were neither unemployed nor in education or training in 2019. Those figures are raising alarm belts for European Union institutions, which were exhorted to take action. As an outcome European Commission has committed to implement some key strategies regarding youth employability. Here are the biggest and most popular programs that either are EU funded or associated with EU official administrative bodies and are aiming to tackle unemployment and provide job opportunities to the youths:

## European Solidarity Corps

European Solidarity Corps is a new initiative which aim to create opportunities for European youths (18-30 years old) regarding volunteering or participating in projects. Someone may participate in this program either in his country or abroad. The program may last up to 12 months

Link: [https://europa.eu/youth/solidarity\\_en](https://europa.eu/youth/solidarity_en)

## Erasmus Traineeships (Placement)

This program provides traineeships opportunities for students which are enrolled in an EU based higher education institution. The internship may last for up to 12 months. In order to participate a Learning Agreement should exist that must be signed between the University and the receiving organization. Students are eligible to take an Erasmus+ grant that should cover their basic costs of living and the travelling expenses

Link: [https://ec.europa.eu/programmes/erasmus-plus/opportunities/traineeships-students\\_en](https://ec.europa.eu/programmes/erasmus-plus/opportunities/traineeships-students_en)

## Horizon 2020

Horizon 2020 is the biggest EU research and innovation program that has a total budget of EUR 77 billion for a period of 7 seven years (2014-2020). Young researchers may apply to this program and get a research grant.

Link: <https://ec.europa.eu/programmes/horizon2020/en>

## EURES

EURES is an online job platform, which aims to become a bridge between employers and young job seekers (18-35 years old) who would like to have a work placement opportunity in any EU country. EURES is not the typical online job platform because it provides facilitation to the participants, such as covering job seekers travel expenses to attend job interviews in another country

Link: <https://ec.europa.eu/eures/public/en/homepage>

## Internships at EU Institutions

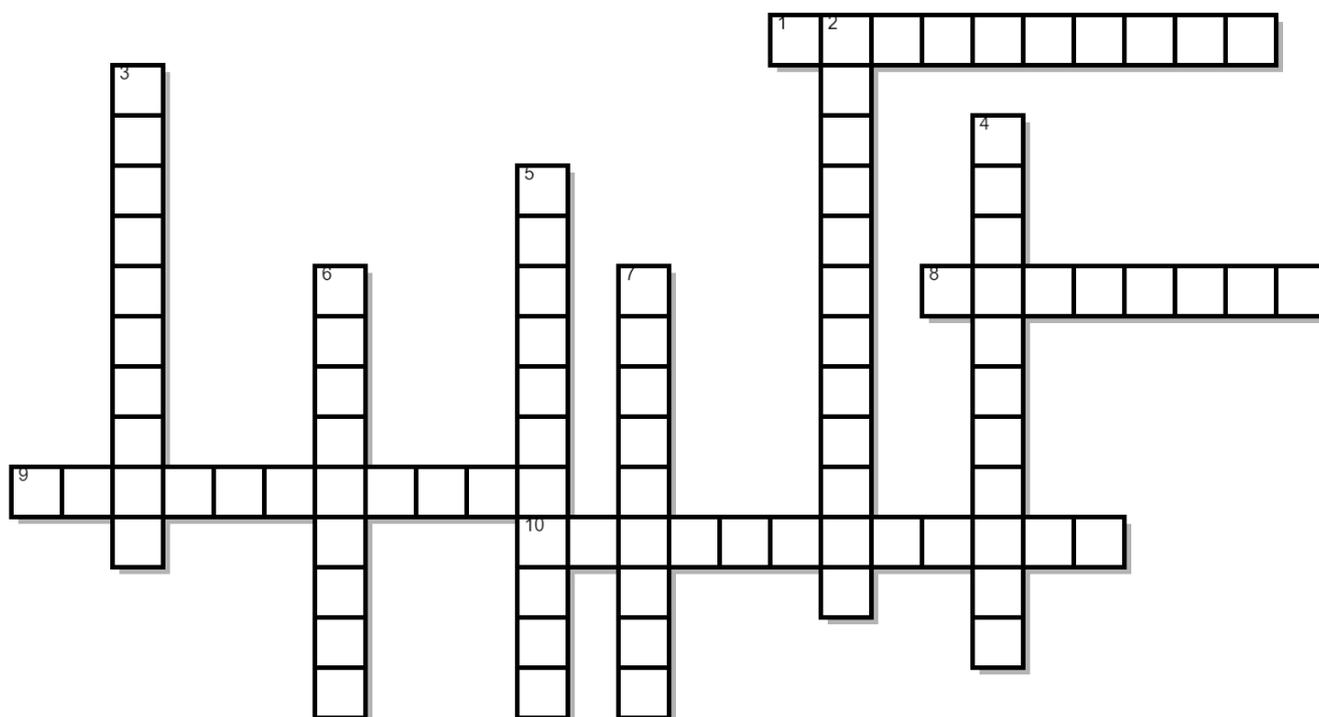
There are plenty opportunities for European Institutions, like Court of Justice, European parliament etc.

For instance, European Commission offers 1.800 paid internships that last for 4 months every year, for administrative or translation positions. The traineeships start each year at first of October or at first of March.

Link: [https://ec.europa.eu/stages/home\\_en](https://ec.europa.eu/stages/home_en)

There are countless more opportunities in European Union that will facilitate you to acquire the desired opportunities that you might need. Be sure that you have a compatible CV which will make you stand out and start applying.

# Crossword



## ACROSS

- 1 The action or process of interacting with others to exchange information and develop professional or social contacts
- 8 Is a short description (pitch) of an idea, product or company that explains the concept in a way such that any listener can understand it in a short period of time
- 9 Any group within or outside the organization that has a stake in organization's performance
- 10 The practice of funding a project or venture by raising small amounts of money from a large number of people, typically via the Internet

## DOWN

- 2 An individual who creates a new business, bearing most of the risks and enjoying most of the rewards
- 3 Which type of thinking should you

- 4 Which is the characteristic should your business include in order to have the capability to cope and perform well under an increased or expanding workload
- 5 Is the business practice of hiring a party outside a company to perform services and create goods that traditionally were performed in-house by the company's own employees and staff.
- 6 The publicizing of a product, organization, or venture so as to increase sales or public awareness, one of the "4Ps"
- 7 The collection of products and services provided by a company. Many businesses will engage in business ... analysis as part of their strategic planning efforts by categorizing the products they offer by relative competitive position and rate of sales growth.

