Career Readiness Checklist

Presented By: Ricardo Flores
Agenda

• Gain Career Clarity
• Learn Career Competitiveness
• Make Career Connections
Gain Career Clarity
Gain Career Glarity

- Practice critical thinking/problem solving skills
- Establish your Career interests
  - Vault – https://career.berkeley.edu/InfoLab/EmpGuides
- Explore your career personality
- Set Career goals
Gain Career Glarity

The Strong Interest Inventory helps explore how personality, values and interests intersect with career path. You are invited to complete one or more online assessments. Please follow these four steps:

1. Click on the following link https://Elevate.themyersbriggs.com/Respondent/ReturningUser?tokenId=8be430f3-d7f8-e811-9f2a-000d3a32408a

2. Complete the brief registration information (or log in if you have previously registered for the Elevate platform)

3. Complete the demographic survey (if applicable)

4. Complete the assessment(s)
Learn Career Competitiveness
Learn Career Competitiveness

- Practice oral and written communications
- Seek and join teamwork/collaboration/leadership experiences
- Engage with digital technology to Build a professional brand
- Perfect your resume/cover letters/CV
- Request recommendation letters
- Obtain and take professional headshots for professional social media profiles
Learn Career Competitiveness

- Complete your LinkedIn/Handshake profiles
  - LinkedIn Getting Started
    - https://www.linkedin.com/help/linkedin/answer/45
  - Handshake Getting Started - https://berkeley.joinhandshake.com/articles/4870
- Attend networking events
- Gain leadership/volunteer experience
  - Cal Link - https://callink.berkeley.edu/
Make Career Connections
Make Career Connections

- Focus on developing professionalism
- Seek career management skills and experience
- Participate in experiences that allow for global/intercultural fluency
- Set up informational or mock job interviews
  - Big Interview - https://berkeley.biginterview.com/
- Job shadow
  - Externship Program - https://career.berkeley.edu/Externships/Externships
Make Career Connections

- Connect with alumni
  - Berkeley Career Network – https://career.berkeley.edu/carnet/BerkCarNet
- Attend career fairs
- Secure internships/career opportunities
  - Job Search Resources – https://career.berkeley.edu/Tools/Tools
  - Connecting Majors to Careers – https://career.berkeley.edu/infolab/Majors2Careers
- Research graduate options
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THANK YOU

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