



Are You Career Ready?

The Career Center at UC Berkeley has identified eight professional competencies to help you prepare and succeed in the workplace. Possessing these skills will make you more competitive in the marketplace and help you make the transition to life after Cal.

Here are some suggestions for how to gain exposure in each area.



Professionalism & Work Ethic

- Get a part-time job on or off campus
- Excel in academics and take your studies seriously
- Volunteer with a local non-profit organization or through Cal's Public Service Center
- Start an entrepreneurial venture or your own club at Cal
- Apply to be a Resident Advisor or GBO Leader
- A part-time job in retail or food services does count!



Teamwork & Collaboration

- Join an intramural sports team or club through Cal Rec Sports
- Be an engaged & contributing team member in all class and student group projects
- Join (or start!) a student club you are interested in
- Participate in Alternative Breaks or a Residential Service Initiative through the Public Service Center
- Develop and collaborate on a DeCal
- Compile a team and enter the annual Big Ideas Competition



Communication

- Become a campus ambassador through the Office of Admissions
- Become a Brand Ambassador for a product or service you use everyday
- Become a Peer Advisor at the Career Center or other campus services
- Write a letter to the Daily Californian on an issue that concerns you
- Practice your interview skills with Big Interview
- Publish substantial thought pieces on social media such as LinkedIn



Technical Application

- Go beyond the basics of using Excel
- Take a LinkedIn Learning tutorial and other online courses to develop technical skills
- Seek out social media responsibilities in a student organization
- Create a LinkedIn profile and use it regularly
- Participate in a Hackathon
- Create a GitHub account and develop an app****
- Grow your research skills with the Summer Undergraduate Research Fellowship (SURF)



Leadership

- Get involved in Student Government
- Participate in leadership programs through the LEAD Center
- Engage with your Residence Hall Association
- Apply to be a Resident Advisor or GBO Leader
- Take on a leadership role in a student organization
- Get involved in programs through the Public Service Center
- Develop and lead a DeCal



Creativity & Problem Solving

- Take a Freshman or Sophomore Seminar
- Join CREATE through the Public Service Center to promote arts in the community
- Participate in URAP as a Research Assistant
- Join a student group with a creative focus like Innovative Design or GIANT
- Compile a team and enter the annual Big Ideas Competition
- Hone your business problem-solving in a consulting club
- Get inspired with TED talks



Career Management

- Seek internships to clarify your career interests
- Conduct informational interviews with professionals in your fields of interest
- Utilize Career Center resources to find opportunities & learn to articulate your skills
- Shadow alumni through the Externship Program
- Join Berkeley Connect to meet alumni in fields you want to explore
- Join LinkedIn groups related to your career interests



Global Perspective

- Study Abroad through Berkeley Study Abroad (BSA)
- Learn a foreign language
- Volunteer to teach English as a second language in local schools
- Take an International and Area Studies course
- Attend free cultural programs & events on campus
- Use Going Global in Handshake to find international internships
- Participate in the Global Internship Program through BSA