

The Job Room

1/2018



The second family

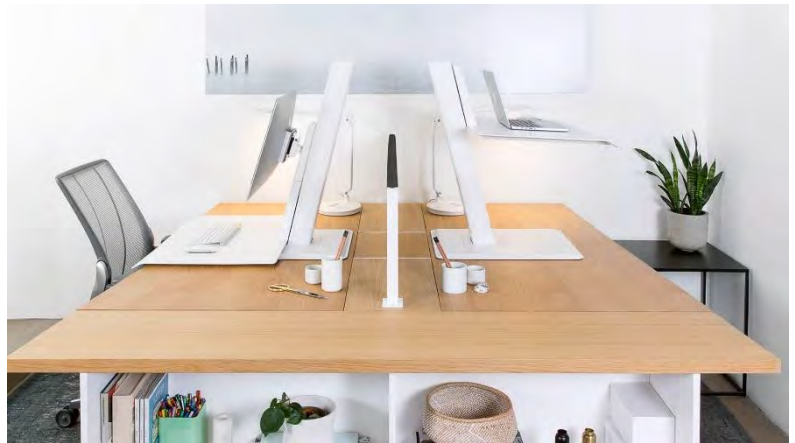
What requires a "perfect job"?

- a place where you don't feel the exhaust of working, a place where you wish to come back day after day;
- at the working place you are surrounded by a group of friends (a real team), rather than the usual colleagues;
- a place where you benefit of help, trust, fun, personal and professional evolution, fact that gives you more confidence;

All of these are not fiction or stupid dreams, it may materialise if we propose strong targets that are achievable by our intelligence!

EU helps the youngsters in professional orientation and it moreover offers a rich variety of places to work that matches best our personality!

There is an impressionist variety of jobs that requires the same university degrees so, according to this we can chick the option that fits us best!



What steps to follow when searching the ideal job?

1)THE EXPERIENCE

At each career beginning the most important thing is experience accumulation. Fact that will largen your options, being more diverse.

2)THE POSSIBILITY TO ADVANCE

At the beginning you may not be interested in the possibility to advance, but as the time passes, you will start wishing more from your company and even from you.

3)THE ENVIRONMENT (in which you work)

- a) the salary: money gives satisfaction and also the strongest impulse that motivate you to be creative and hardworking;
- b) the location: it is obviously that the ideal place to work is at home, but the chances do that are small so, it is better to work.

The Perfect CV

How many CV have you already written? Did they win you the dreamed job? No? Maybe there are some reasons hiding behind that. But don't worry we are here to help you. We will show you the essential dos and don'ts that you may be didn't know about.

Do's

1. Less is more

Your CV should be a brief and neat representation of yourself, your previous work, your experience and your skills. Keep it tidy and simple and don't be afraid of white space. Write only the significant information and point out your strengths. The CV is the bigger version of your business card that's why it is supposed to be easy to read and to catch the eye.



- Uniqueness is the key

Although there is a strict format that you should follow during writing your CV, you still can express your creativity and attention to detail by choosing unique font or design which will distinct you from all other CVs. In addition, if you have to send your CV on paper, it is a good idea to print it on some special paper (for example a cardboard in any colour). That will definitely make a good impression on the employer.

- Tailor your CV

Along with a creative design, you should consider tailoring your CV for every position you are applying for. It is natural that for different posts employers are searching for different skills, experiences and even a presentation. It is important that you put effort on the process of making you CV. That will show that you are a serious in your intentions and it is not just the next job you are applying for.

- Be social

As we already know, nowadays social medias are a really big part not only of our personal life but also, they are essential even for the professional field. That is why any kinds of media experience such as websites, Instagram accounts and Facebook pages related to your work might be well accepted and will give you more extra points for special and media awareness.

- Don't forget your cover letter

Even though your CV may be perfectly written and structured, a cover letter is always a great way to show your motivation and ambition, to put out your strengths described with powerful words and to dispel any doubts about your experience and competences.

Don'ts

- Tell the story of your life

Yes, the CV should present all your significant achievement and experience but keep it short. One page is the perfect length for such a thing. Short but meaningful, simple but rich

in content. Your future boss is not interested in your teenage job in Macdonald's but he might be impressed by your internship in that big company during the summer. So choose wisely only the most important information about you and keep it neatly presented.

- Go crazy about colours

Despite the fact that we already mentioned using colours as a creatively and unique way to express yourself, you have to be careful with the design. Limit yourself to two or three colours from the same shade and choose pale colour that will not distract the attention from the content of your CV. As we already said less is more sometimes.

- Lie

There is no need to tell lies to get a job. You are who you are and you should find a post that suits yourself. If you lie both you and your employer will be disappointed in your future collaboration together. Write only what you believe in and what it is true, that is how you will find the perfect job for you where you could feel happy and satisfied.

- Send a handwritten copy

We are living in 21st century when technologies are in their boom. Nobody expects from you to send them a handwritten copy of your CV. That shows incapability of working with computer and makes you look really old fashioned. Do not neglect technologies, believe in them and learn how to use them as a tool of success. Being able to work with a computer is no more an advantage it is a necessity.

- Talk about money

Never ever mention the salary that you expect to receive in your CV. Money are not always the most important thing. Talking about money shows that you are not interested in the post that you are applying for but in the salary that you will earn. Of course that does not mean that you should sell yourself for less money that you worth.

Don't be a KIDULT

Our society struggles nowadays with a new phenomenon – a kidult. The word, which consists of nouns *kid* and *adult*, points to some kind of a new adolescent who is 25 – 29+ years old. This means that adolescence is no longer biological development but psychological state. It does not end when you finish your high school or when you are eighteen. According to psychologist Terri Apter from Cambridge university, kidults are officially adult, but somehow, they are still standing on the doorstep of maturity without making of step. They are living with their parents, behave inappropriate to their age and unable to find a long-time job. They are having and awesome fun without moving anywhere. They are just stuck at this party time which should have ended a long time ago.

One part of the solution might be The Covey's Time Management Grid (or Matrix). Stephan Covey divided in his book *The 7 Habits of Highly Effective People* activities into four equal areas that indicate diverse tasks that we have to or want to accomplish every day. Ordering them will help you to understand what are the priorities and what are the time killers. Many people find it hard, but consider that: in a moment you realise what your values and priorities are, you will start to make right choices according to your vocation, talents and skills. Consciousness will give you a freedom of choice.

1. Manage: Urgent and important

First area of the matrix is related to activities that are immediate and substantial. Those are deadlines, last minute preparations, exams, both medical and other “real” emergencies, crises, and meaningful appointments. These things have to be done as soon as possible, so do not wait for too long and just do them!

2. Focus: Not urgent, but important

Covey emphasizes this particular area especially. It is not urgent but seems to be the most important one. It is the space for self-development, strategic thinking and planning, problem prevention, preparations, opportunities searching and genuine relationship building. It is also a space for planning and experiencing a real relaxation that will feed your creativity. Do you have in mind any professional or personal development? Would you like to improve your leadership skills? Plan it and do it.

3. Avoid: Urgent, but not important

In many cases, we recognize activities as urgent and important, but as a matter of fact their importance is incredibly small. Reporting, answering calls and emails, solving somebody else's problems and maintaining shallow relationships are the most popular interruptions. They take a lot of time and do not allow us to focus on the most important things. Avoiding them would save you a lot of frustration.



Sometimes it seems to be not possible, but if you stay close to yourself, you will manage to get rid of them. Make small steps and slowly redirect your attention to the second field, the area of focus.

4. Limit: Neither urgent nor important

Okay, nobody is perfect. We all watch nonsense movies, read crappy books, follow news in social media or gossip from time to time. But what if all those activities take most of the precious time? Whenever you open the Facebook, Twitter or start watching a soap opera make a note. Do it for seven days and then double check how much time do you spend on time wasters. With a bit of effort, you should be able to replace them with healthy relaxation, comfortable and healing sleep, nutritious and food preparation. On top of that you will have much more time for doing things that you actually love!

Summarizing, the Covey's Time Management Grid can impact your life in a very positive way. Stay open, observe yourself, make notes and check your routines. You are the king (or queen) of your time, and only you can make a decision to make it a quality time. Do not complain anymore and start to change the world for yourself!

Make your idea reality

Starting your own business is definitely a challenge and it is surely not easy. But if you have the vision, passion and are willing to do whatever it takes to make your thought a reality, then you are on the right path.

This story is about a young ambitious entrepreneur, who set his heart in searching for a better food option for school children.



He simply observed that many schools are lacking the school kitchen, so he came up with an idea. For him the mission was clear - to provide healthy, nutritious meals to school children.

Different schools loved the idea and became partners in order to offer students meals at affordable prices. It went well, because parents are always struggling to find healthy and easy-to-make meal options for their children so for them, this was one golden solution.

Initially, the business plan was to have parents order meals online and then they'd be delivered to school. They quickly realized that doing things this way had a lot of costs and not a lot of return, so the business suffered for a short time, until they switched their model and had the schools be the main customer instead of parents.

Now, the company successfully delivers fresh meals to students every day.

To conclude, you should not be afraid of taking risk, trying or failing. Because even if you have a small and simple idea, it can actually work out and make a change.

Being flexible and receptive to market changes is crucial to the success of your business. No matter how thoroughly you plan and how well you stick to that plan, sometimes you'll need to make adjustments. But if you stay flexible, your changes might pay off in major ways.



The Game:

If you want to be a business man you need to know how to solve the problems.

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