



JOB
BUSTERS



TIPS & TRICKS

to get a job



who we are

*WE ARE A GROUP OF YOUNG PEOPLE, COMING
FROM DIFFERENT COUNTRIES, PARTICIPATING
IN A EU PROJECT THAT TAKES PLACE IN
CYPRUS.*



our mission and values

.For us, recruiting is about making the extra effort to understand the mind-set, character and the needs of both clients and candidates and make sure they come together, in a way that will create a unique and firm relationship that will drive the business of the client and the career of the candidate to success.





DO'S AND DONT'S ON A CV

The first thing that a company is going to see is the curriculum vitae. So you have to have a perfect cv to be selected for the interview. And the thing is, how can you have a perfect cv?

On the one hand, the items that you should include in your cv to be perfect. First you have to create a cv different from others, be unique. You have to catch the attention of the people that it's seeing it. Then it has to be short, the ideal it's not more than 1 page, you also can have 2 pages but not more. You may focus on your abilities and the things that you are good at, trying to highlight them. You also have to have the contact information, like your phone number, your email, address...

We have to have a clear document, with clear structure and information.

To conclude, we should have the best possible curriculum to have more chances to be hired. So we have to spend time creating and improving that document, because it's your presentation letter.-

Ander, Spain



Creating a job based on my skills and competencies

The time has come and whether we like it or not we have to get out into the real world. A part of this process is trying to find a job. However, the problem is not the job hunting itself but the idea that finding a job represents only a way for us to make ends meet. That is the first and biggest mistake.

If you are searching for a job, it's imperative to choose the right job based on your personal skills and abilities. Choosing a job is akin to choosing a pair of shoes. If the fit is wrong, you will end up uncomfortable and unhappy. Your job has to be in line with your abilities and competencies.

First of all, you need to evaluate what skills you currently possess and what skills you hope to learn in the future. This can be accomplished by making a list of all the things you are proficient with, the activities that you enjoy and how well the two match up with current occupational types.

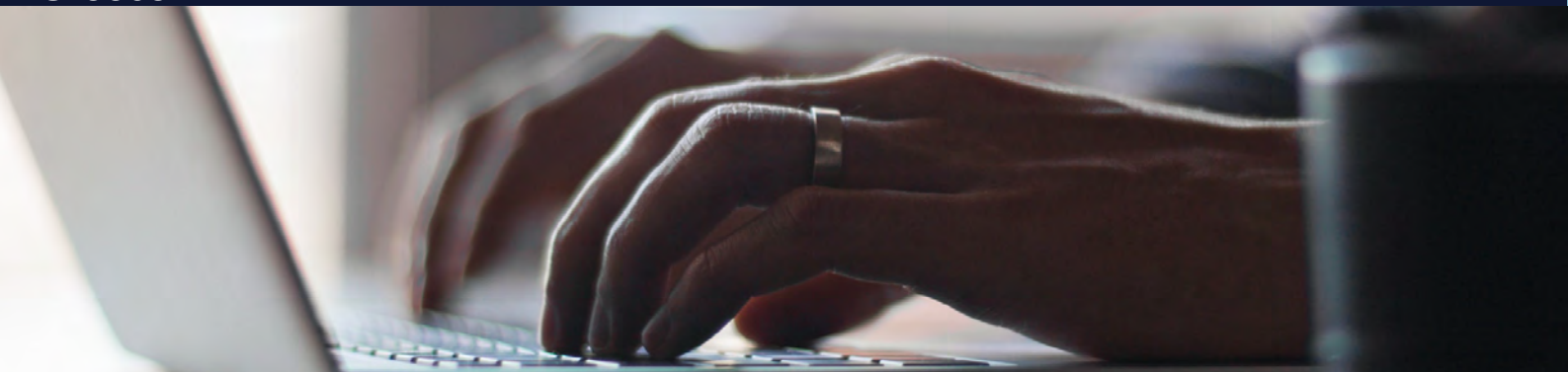
Second of all, find out what employers are looking for in job candidates. By doing some research on regional companies you can generally determine the skill sets required to perform some of the jobs that interests you the most. However this may require a level of compromise but will assist you with learning a job faster.

Whatever education and experience you have can be applied to the job you want to tackle. In fact most people end up in careers having nothing to do with their major.

Last but not least, don't forget that our job is a big part of our lives. We spent 8 hours per day doing it....make them count!

Stefania Katsoulidou

Greece



Preparing for future businesses

.As a business owner your ultimate goal is growth. After all, when your business grows it's a sign that you've finally made a name for yourself and have a **steady cash flow**.

But, what if you aren't prepared to handle the increased workload? They may sound like a good problem to have, but it can ultimately be disastrous for your business.

You have to build a strong foundation.

How can you expect to weather the storm of growth if you haven't built a solid foundation? Before you start increasing your workload make sure that your standard business operations are smooth.

Have your finances in order. Attempting to juggle your current expenses while securing additional funding may be difficult. Have your funds in place for new employees, equipment and additional inventory. You have to hire the right team.

Keep your existing customers happy.

Customers have the most relevant ideas, the most immediate feedback, they are increasingly happy to help (through social media) and they pay the bills. So put in place a formal approach for listening to customers all the time and acting on their input.

Always refer back to your business plan.

As business grows, you may have no business opportunities that are outside of your original vision and business model.

You're going to have to answer these tough questions quickly. That's why you need to have a strong business plan in place so that you can refer to it when scaling. - *Vladimir Bulgaria*

EU opportunities for Youth

EURES is a cooperation network for young people to find jobs in EU countries and more than that, also in countries which are not a part of the European Union. Eures is more than a portal to find a job. They offer you advices and help you to create a better CV. Check your local office and ask for an appointment, you won't regret it.

European Solidarity Corps is an opportunity for young people that want to demonstrate solidarity and bring benefits to their community. You can participate if you are between 18 and 30 years old.

Erasmus for Young Entrepreneurs is an opportunity for young people that want to start a business and want to visit a similar one around the European Union or why not in their own country. The host entity receives you to learn their know how about managing a business similar with yours.

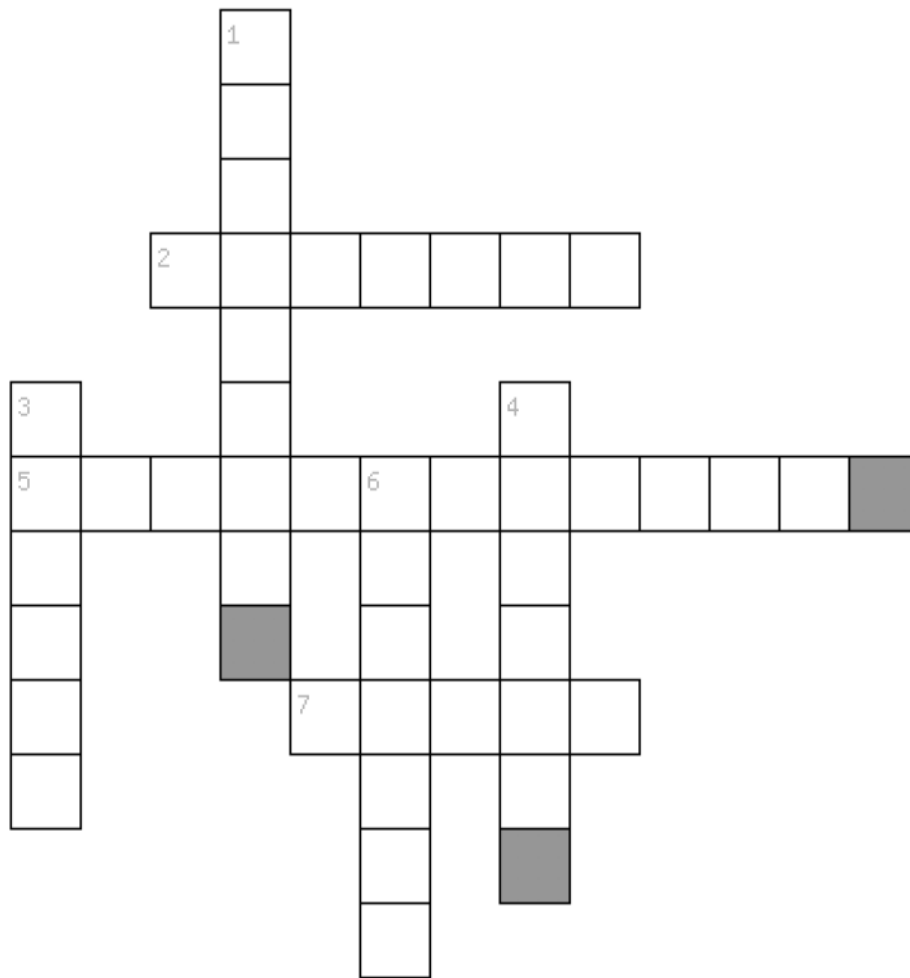
Creative Europe is the European's Union programme that supports culture and audiovisual sectors. If you are a creative person and you want to finance your idea, this programme is an opportunity for you.

Erasmus+ has opportunities for people of all ages, helping them develop and share knowledge and experience at institutions and organisations in different countries. You want to study abroad with an Erasmus+ mobility grant? This is your chance. Would you like to participate in an youth exchange? This is your chance. Would you like to study in different universities around the world? This is your chance.

You are still thinking about it? You can contact us, and we'll give you the necessary information.

Cristina, Spain

Jobs based on stereotypes



Down

Across

1. We all thought of dropping out of the university and become one.

2. Cats that are stuck on trees love him.

3. Sometimes they are better than reality.

5. When you press the bell continuously you get on their nerves.

4. You cannot understand his handwriting.

7. We all wanted to be one when we were kids.

6. As long as he gives tests there will always be prayers in schools.

*Increasing Employability
by understanding the
Labour Market*



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