

blackbullion*

Career Guide



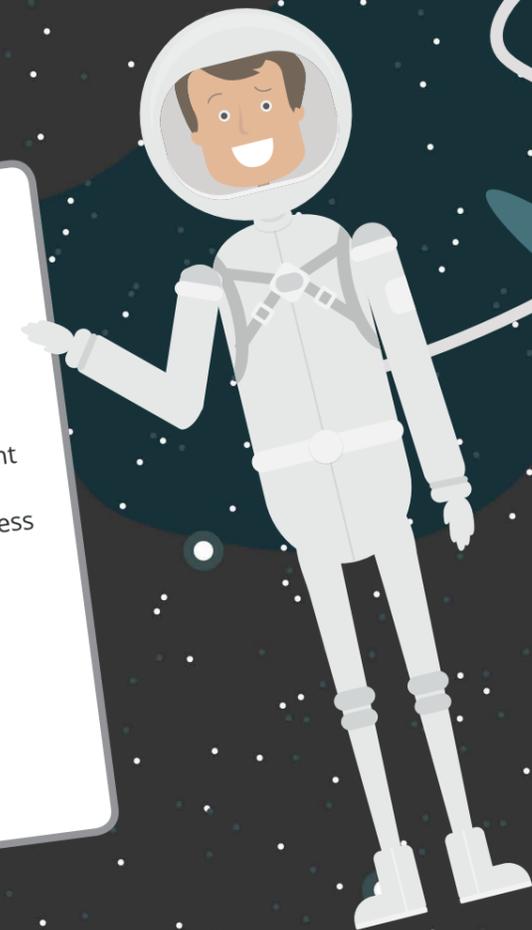
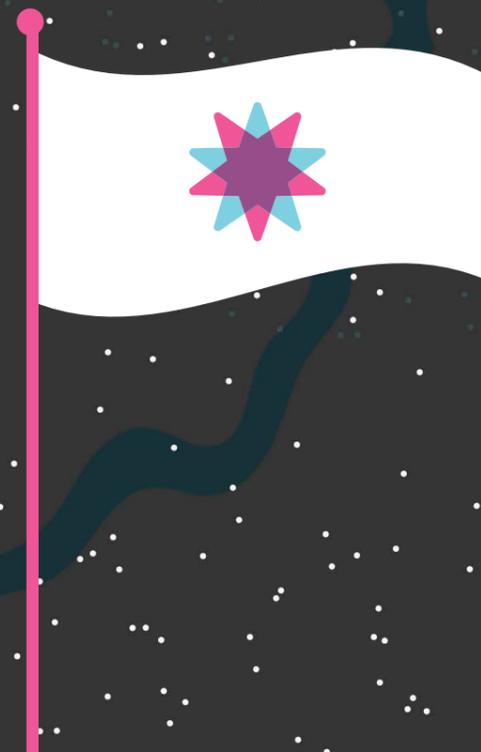
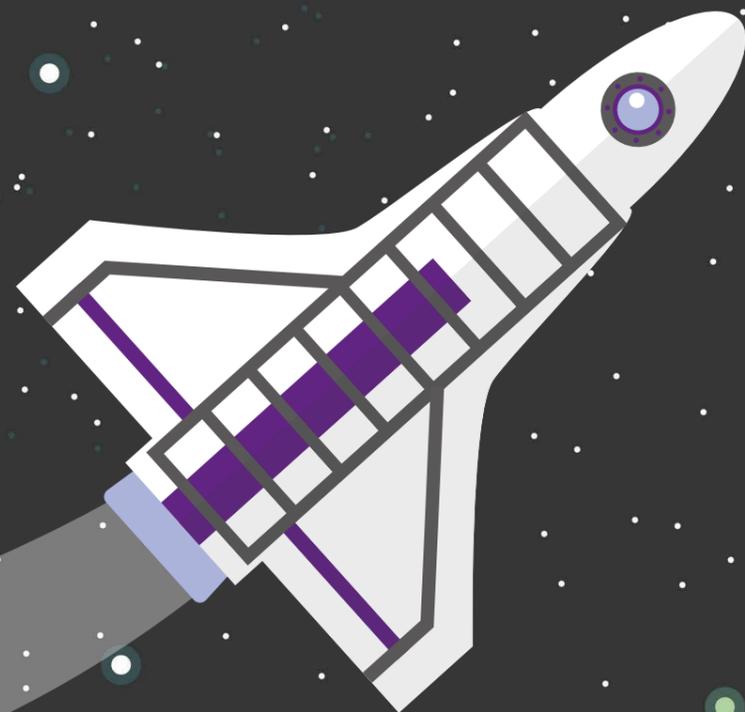
blackbullion.com

Launch your career strategy

Because good things don't come to those who wait • They come to those who work their %£\$&s off!

The key to space travel

-  Personal development
-  Commercial awareness
-  Social media tools
-  Networking
-  Work experience



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Increase self awareness and develop life skills.

Get industry aware

Start getting clarity on the sector you are interested in and the job you want, industry awareness is highly valued - take your skills to a growing sector, don't pick an industry that is dying.

Network online

Get a linkedin profile in place.

Create small talk

Talk to one stranger a week. Start getting comfortable making small talk.



Make conversation

Talk to people in the space; what do they love about it, hate about it, what advice do they have for breaking in.



Attend recruitment fairs.

The earlier you start the easier it will be.



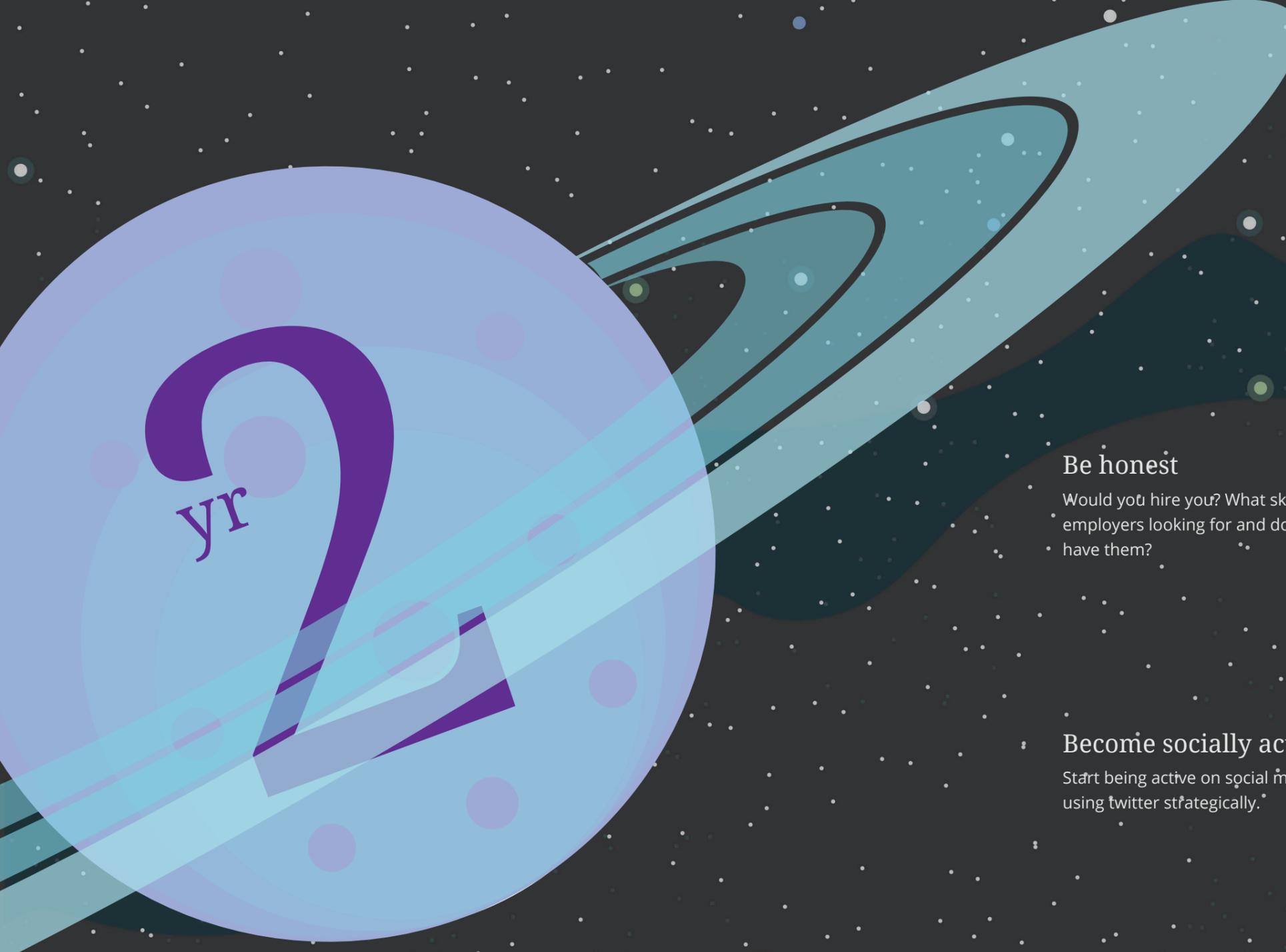
Check your image

Check your online footprint. "Google yourself" - What comes up?



It's summer

Consider taking on a summer internship in the role you are interested in.



Focus on building your employment skills.

Be honest

Would you hire you? What skills are employers looking for and do you have them?

Become socially active

Start being active on social media; using twitter strategically.

Work experience

Begin to start to narrow the field.

 Consider taking a sandwich year at the end of year two.



Get proactive

Get proactive; attend employability skills workshops on campus - presentation skills, cover letter writing, producing CVs, completing application forms.



Create a CV

Make all experience, no matter how lame, sound relevant for the job you're applying for.



Volunteer

It will bulk up your CV and you'll gain valuable people skills.



It's summer

Consider taking on a summer internship in the role you're interested in.



Focus on getting the job you really want!

Get yourself out there

Attend employer presentations, careers talks and make connections.

Check your CV

Make sure your resume is great and get a few people you trust to read it and double (and triple check) spelling etc.

Prepare an elevator pitch

Think of it as a 30 second advert you can use should you find yourself in front of one of your dream team!

If relevant apply for course placements



Understand the industry.

Different industries require different approaches. Networking won't get you a public sector job but may get you into media. How does your industry work?



Practice interview skills

Be yourself but always be professional.



Create a dream list

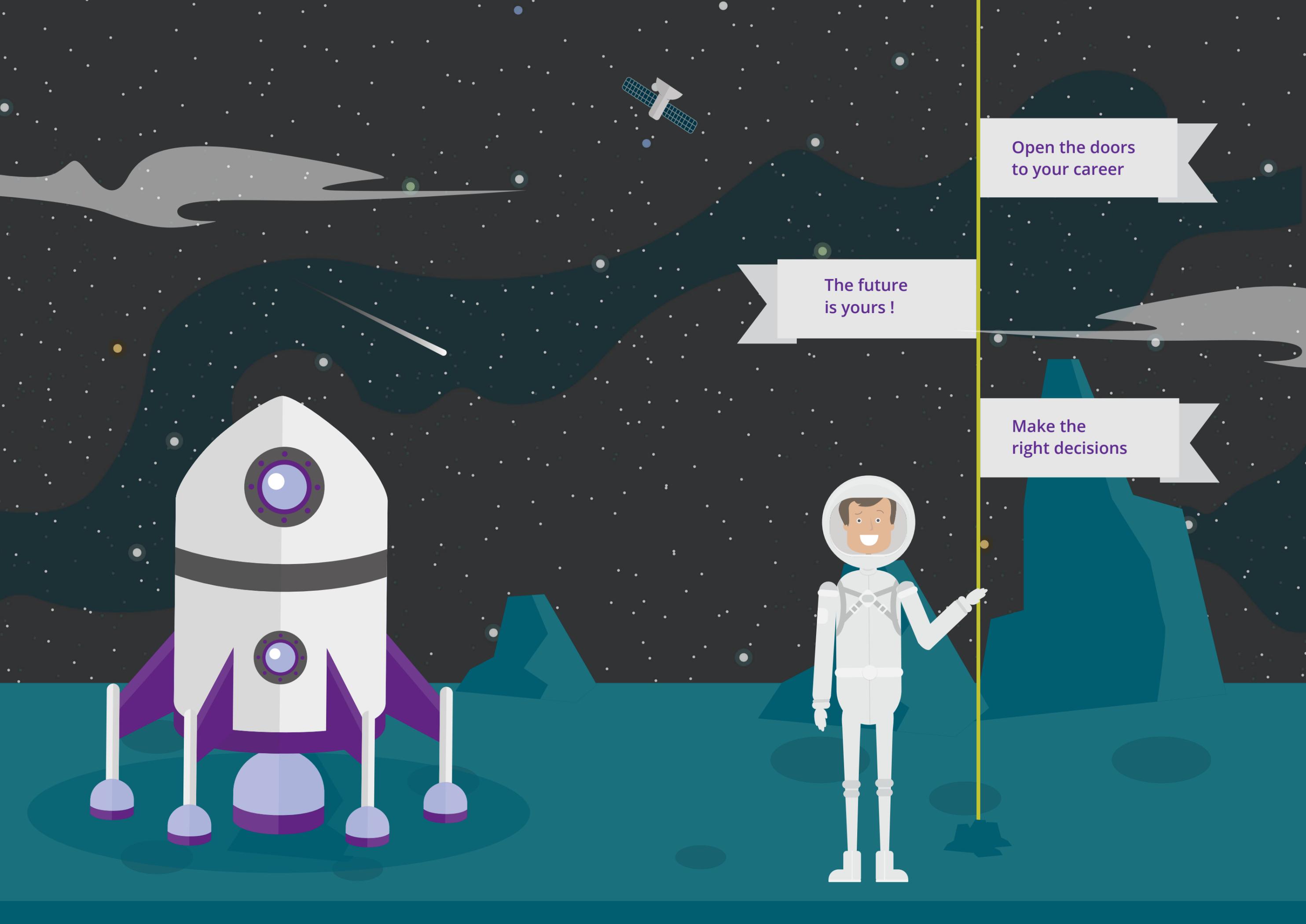
Companies or individuals – and research them, stay on top of their information. (Prepare for opportunities)



Seek out more info

Start tapping your contacts for advice/guidance.





Open the doors
to your career

The future
is yours !

Make the
right decisions



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