عضو في مؤسسة قطر
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Career Q&As

For Graduates and Job-Seekers

I have graduated. What's next?

Now it's time to start working on what's next on your career horizon. Here are some suggestions:

- Craft a strong CV.
- Market yourself on the Internet and social media. There's no point in creating a stellar CV only to keep it hidden. As a jobseeker, you will now need to make yourself and your CV as easy to find as possible.
- Learn about companies that interest you, which will help make your CV more relevant and match yourself to their values and goals.
- Expand your network and don't forget to tell just about everyone that you're seeking employment. The more exposure you get, the better.

I was shortlisted for a job interview? How do I prepare myself?

First, you should know that a job interview is simply a conversation between you and the company you seek to work for. They want to know more about you and evaluate your potential in order to determine your ability to meet the needs of their company.

Preparing for an interview will significantly reduce the stress you might experience during the process.

To prepare for the interview, you have to carefully research all the essential information about the company, read the job description and identify the most distinctive skills and qualities that match the tasks listed in the advertised job. In addition to elaborating on your accomplishments throughout the course of your studies or work, it is important to practice answering frequently asked questions during a job interview.

How do I answer job interview questions?

There are no typical answers to any job interview questions. It varies from one person to another depending on his/her past experiences. However, we offer you here five of the most common interviews:

Tell us about yourself

Talk about your most important accomplishments during your studies or work, and provide an overview of the most distinctive skills and abilities that suit the profile of the job you are applying for.

What are your weaknesses?

Be careful not to mention a weakness that is directly related to the job you are applying for. You may also give an example of a weakness that might be useful for the job in one way or another, such as your keenness to finish your work even if you do not get any time for rest.

Why are you interested in this job?

This question requires you to inquire well about the company and drawn links between your most important points of strength and the tasks required by the expected job.

Why did you leave your last job?

Avoid talking negatively about your current or past employer. You can explain how the job that you applied for will give you an opportunity to develop a specific skill or allow you to be creative in a specific area that you could not achieve in your current or past job.

What are your salary expectations?

The answer to this question depends on your experience and abilities, and only you will know the value of what you can offer the company and what your financial requirements are. To avoid getting too far out of the range of salaries offered by the company or the labor market, a quick search on the salaries of employees in similar jobs or reaching out to experienced professionals in the same field, will enable you to provide reasonable salary expectations. You may also ask about the salary ranges they provide for this position

I UNDERWENT SEVERAL JOB INTERVIEWS BUT I DID NOT SECURE A JOB, WHAT SHOULD I DO NEXT?

- The first thing you need to do is to avoid focusing on negatives and to reflect on what went well. Then look at the overall experience from an outsider's perspective.
- Focus instead on how you can better prepare for your next interview. Analyze the mistakes you listed down, and come up with ways on how you would handle them next time.
- Calling your interviewer to ask for feedback is a professional move. This shows initiative on your part and gives you an idea on what areas you should work on to succeed in the next interview.
- Remain professional because you might end up applying for another role at the company one day.
- Keep looking for jobs and keep applying for vacancies in your field. The more interviews you go for, the more confident you'll become.

KEEP YOUR HEAD IN THE GAME AND DON'T GIVE UP!

I have earned my bachelor's degree, should I pursue a Masters' degree?

It's a tough decision to make, however, looking at the benefits, it could be worth the effort, time, and money

A master's degree offers you the opportunity to stand out in the job market, to pursue studies of personal interest at a greater extent, to connect with like-minded people in a professional context, and to find ways to collaborate, discuss and develop your own knowledge, skills and career.

Your potential of earning more is a given once you are a master's degree holder. In fact, this is one of the most cited reasons that students enroll in a master's degree program.

I WAS OFFERED AN INTERNSHIP OPPORTUNITY IN AN INSTITUTION; HOW DO I SECURE A PERMANENT JOB?

Internship opportunities may develop into a temporary job that may eventually lead to a permanent job. It is likely that you will secure a permanent job if you take the initiative and proves your abilities. To get the most out of your hands-on experience, be sure to ask for work if you find yourself unoccupied, which will demonstrate your entrepreneurial spirit and enable you to gain valuable work experience that you may add to your resume. Offer to help colleagues with any task, even it falls outside the scope of your formal training. And remember, the purpose of your internship to prove to the business owner that no one can do a better hob. Pay attention to what is required and take the initiative to complete various tasks. Guess who the company will first consider for the job when a position becomes vacant?

I was asked to volunteer in a social institution. What are the benefits of volunteering?

Volunteering has many pluses. You get to form lifelong friendships, your self-confidence gets a boost, and you benefit from being a part of something empowering that gives you a sense of purpose and perspective. On top of that, you learn new skills and interests that you can take into the workplace. What's also important to know is that volunteer work on your resume carries a lot of weight. Simply put, if an employer is faced with two very similar candidates, volunteering work is going to give you an edge over the next candidate.

How do I survive my first day at work?

The best way to relieve the pressure of your first day at work is to prepare yourself well.

Here are some tips that will help you:

- Research the company's operations and your job role.
- Planning on what to wear the night before saves you time in the morning. And because first impressions matter, consider an outfit that is in line with the company's requirements, and one that will represent your personality.
- You don't want to show up late on your first day of work, so do a test run of your journey. This will give you an idea of how long it will take you to get to the office so you don't stress on your first day at work.
- It's natural to feel nervous, but the more confidence you portray, the more confident you will eventually feel.
- Find your way around the office and ask questions if you are not sure of anything. It is your first day, and no one expects you to know it all.
- Show initiative and introduce yourself to your new colleagues.

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