Tackling the job market successfully
Understand how the job market works and learn how to profile yourself successfully

The non-academic job market can be quite puzzling to those without any corporate experience. Career opportunities in industry are rich and diverse, but employer expectations and recruitment practices are quite different than in Academia. The recruitment channels and selection processes used are also very diverse.

This seminar will help you discover how it works, and will give you the tools to craft effective job applications for industry.

Ce séminaire existe aussi en français
OBJECTIVES

> Discover the techniques and expectations of the job market for industry.
> Learn why and how our cognitive biases can influence our job search.
> Be able to plan a successful job search strategy.
> Get practical tips on how to create an outstanding job application.
> Learn the do’s and don’ts of effective interviewing.

PROGRAMME

Day 1

> Welcome.
> Recruitment practices in industry.
> The channels, the process and expectations.
> The 3 key points of effective job search strategy.
> Understand the importance of cognitive biases.
> An example of an effective job search method.

Day 2

> How to create an effective CV for the industry.
> How to craft a persuasive letter of motivation.
> LinkedIn profiles: key points and priorities.
> Acing the job interview.
> Show your competencies (group exercise)

Individual meeting

In the month following attending the workshop (flexible dates) each participant who has attended the full course will be invited to schedule a private two-hour meeting with a Career Counselor from the EPFL Career Center. This will comprise a review of his/her CV and LinkedIn profile, and a mock interview for a job chosen of his/her choice.

TRAINER

EPFL Career Center
This workshop is exclusively reserved to members of the scientific staff. Priority is given to participants whose contracts are close to an end.

Given the interdependence of the topics covered, it is very important that all participants attend both days of the course, and to respect the time limits for organizing the individual session which follows. We strongly urge each participant to commit to the entire process. Only those participants present for the entirety of both days of the course will be invited to schedule the two-hour individual session.

**PRACTICAL INFORMATION**

<table>
<thead>
<tr>
<th>Duration</th>
<th>2 days + 2 hrs. individual meeting (by appointment)</th>
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</thead>
<tbody>
<tr>
<td>Times</td>
<td>9:00 – 17:00</td>
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<tr>
<td>Size</td>
<td>12 participants maximum</td>
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<tr>
<td>Place</td>
<td>Staff Training Service classroom Ground Floor, BI Building, EPFL</td>
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