



European Commission
TEMPUS

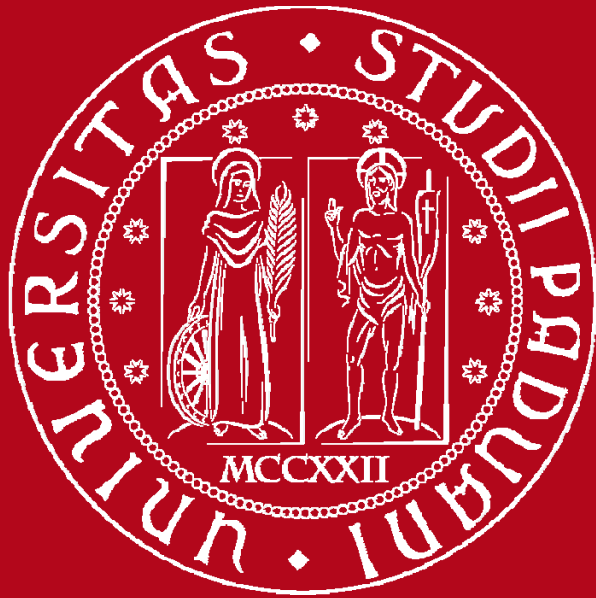
Tempus Project 517119-TEMPUS-1-2011-RS-TEMPUS-SMGR
**DEVELOPMENT OF CAREER GUIDANCE AIMED AT
IMPROVING HIGHER EDUCATION IN SERBIA**

CareerS

ROUND TABLE AT UNIVERSITY OF NOVI SAD, 13.06.2012.

UNIVERSITY COOPERATION WITH EMPLOYERS



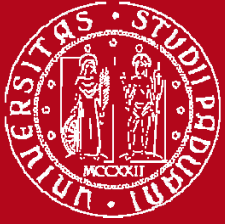


UNIVERSITÀ
DEGLI STUDI
DI PADOVA

CAREER SERVICE

NOVI SAD 13 JUNE 2012

GILDA ROTA



UNIVERSITÀ
DEGLI STUDI
DI PADOVA

University of Padua

History

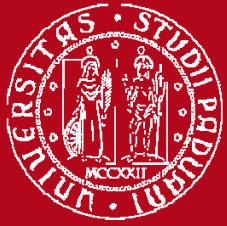
The university was founded in 1222 when a large group of students and professors left the University of Bologna in search of more academic freedom 'Libertas scholastica'.

From 15th to 18th century, the university was renowned for its research, particularly in the areas of medicine, astronomy, philosophy and law.

This was thanks in part to the protection of the Republic of Venice, which enabled the university to maintain some freedom and independence from the influence of the Roman Catholic Church.

During this time, the University adopted the Latin motto: **Universa universis patavina libertas** (Paduan Freedom is Universal for Everyone).



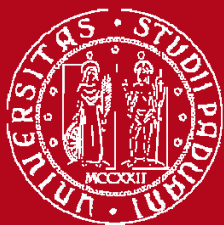


UNIVERSITÀ
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University of Padua

The University of Padua offers a wide range of degrees in 32 Departments





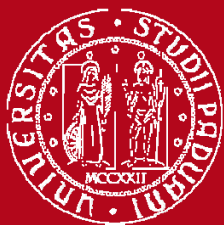
**UNIVERSITÀ
DEGLI STUDI
DI PADOVA**

University of Padua

Students 2009/2010	60.900
First-year Students 2009/2010	9.610
Graduates 2009	11.700
Teachers 2009	2.319
Administrative Staff 2009	2.301

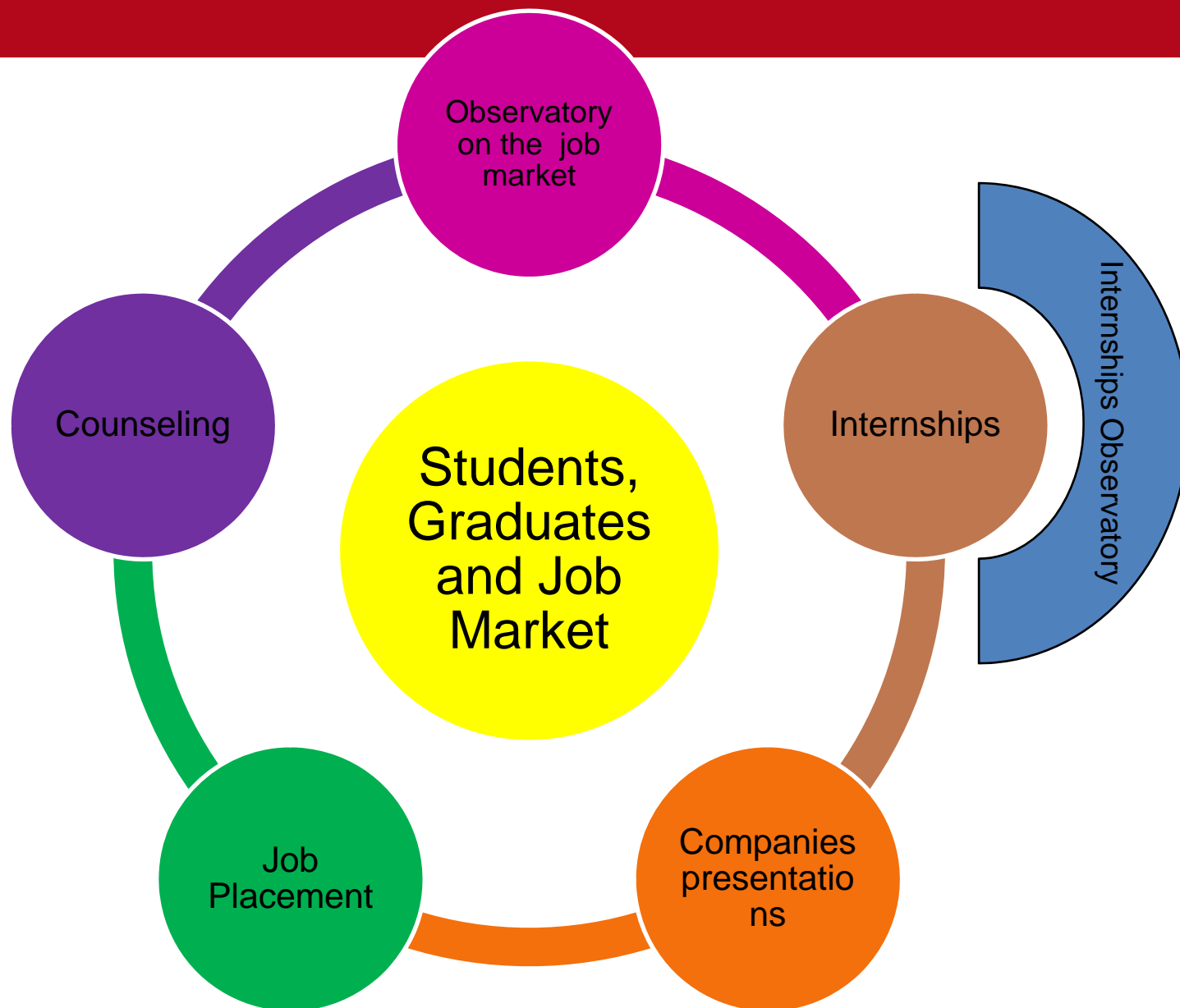


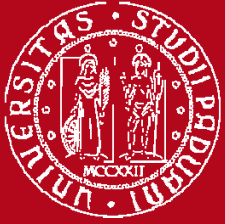
The Career Service of the University of Padua



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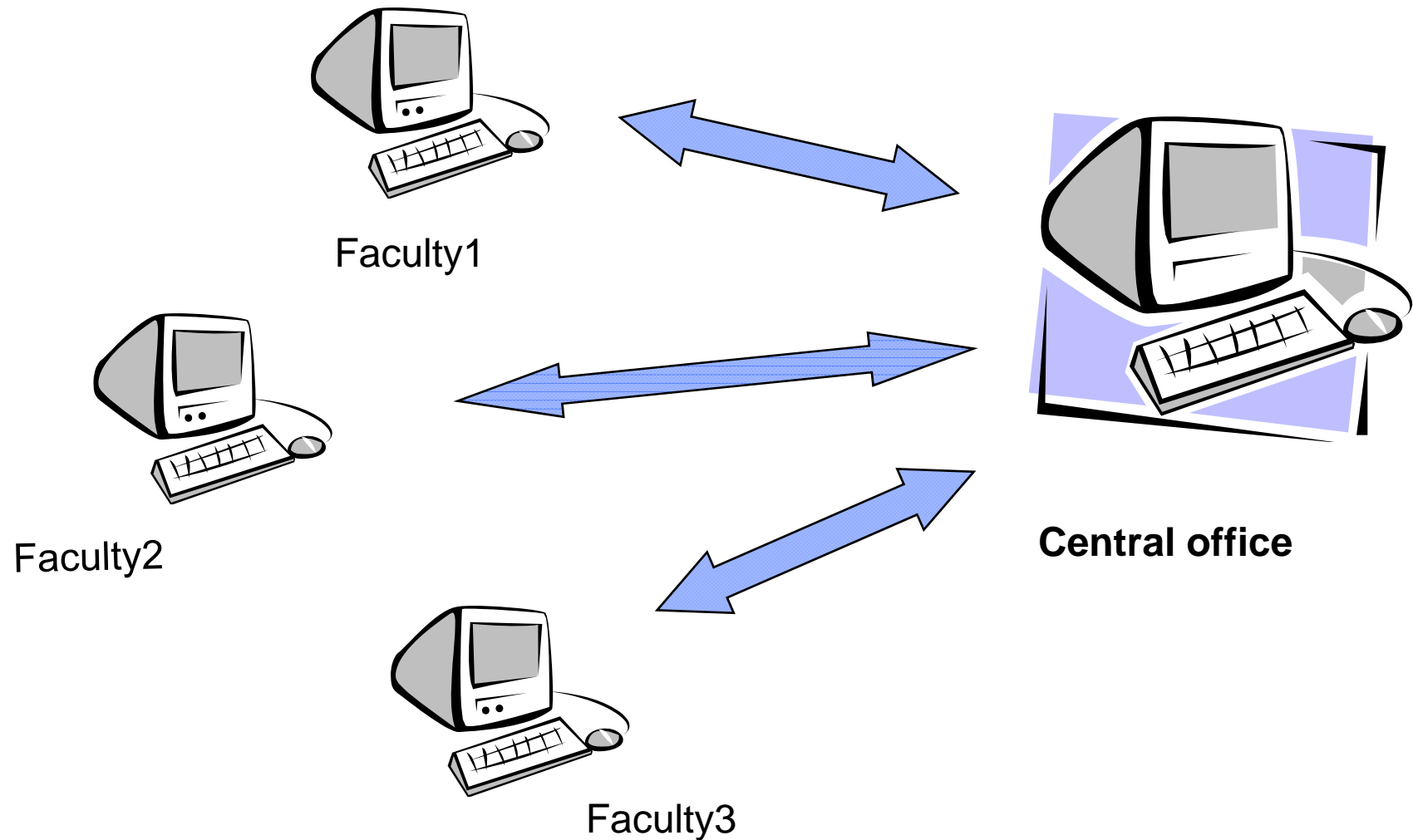
Career Service

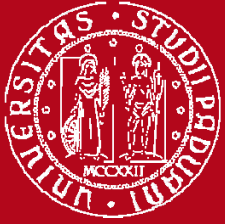




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INTERNSHIP/JOB A NETWORK MODEL





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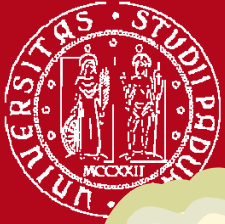
NETWORK PURPOSES

To collect students' and graduates' CV interested in an internship experience or job

To promote and collect companies and organisations availability for hosting students or graduates for internships and jobs

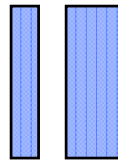
Match internships offer and demand

Advertise internship/job offers ("Internships/jobs web case")



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INTERNSHIP/JOB OFFERS

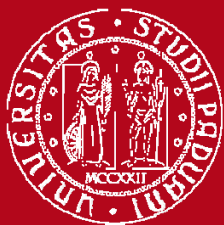


On line application

database
offers

On web
automatic
updating

WEB CASE



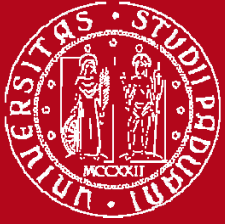
Page 1 / 5

Faculty Functional area

Country

Search New search

Nr.	Sector	Profile sought	Qualifications	Description	
995	Information Technology search engine	Stage SEO Nr. 1	Literature and Philosophy	Intnership location: Edinburgh (UNITED KINGDOM) Languages: ENGLISH	View
991	Health Manufacturing	Internship - Customer Service (Italian/English speaking), Barcelona Nr. 1	Economics	Intnership location: SANT JOAN DESPI (BARCELONA) (SPAIN) Languages: ENGLISH Operating systems:WINDOWS Other - specify	View
982	School – University istruzione	INTERNATIONAL RELATIONS Nr. 1	Literature and Philosophy Political Science	Intnership location: Granada (SPAIN) Languages: SPANISH ENGLISH	View
972	Health Clinica Universitaria, Dermatologia	Experimental Dermatology Nr. 1	Pharmacy Medicine and Surgery Veterinary Medicine	Intnership location: Lübeck (GERMANY) Languages: ENGLISH	View

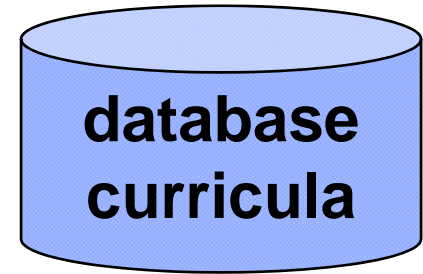
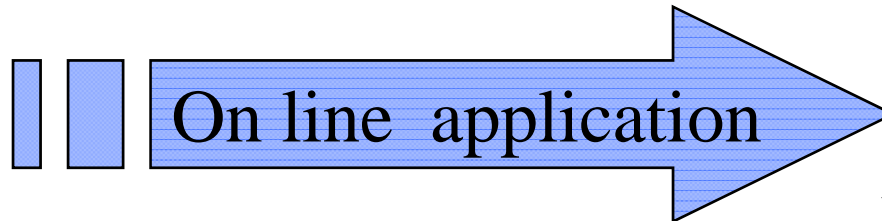


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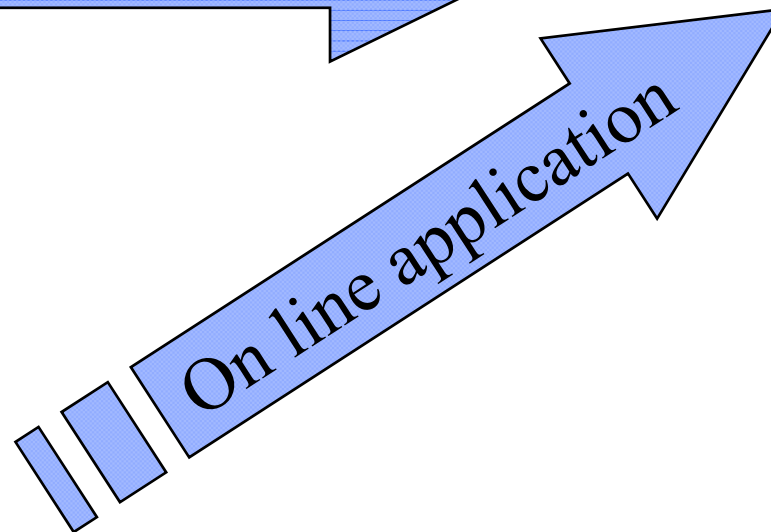
CURRICULUM VITAE

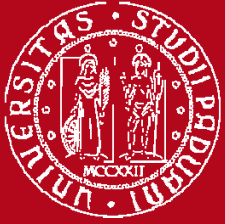


Faculty centres




Central office





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CV Form - online application

**UNIVERSITÀ DEGLI STUDI DI PADOVA** **JOB PLACEMENT** *Candidate*

Home > Candidates > **Personal data**

☐ Personal data (*)

☐ Curriculum

Print/download curriculum

Window

Remote Interview

☒ Complete ☐ Incomplete

(*) obligatory

Per candidarsi ad un'offerta di lavoro cliccare su "vetrina" e sul link "candidati" a fianco dell'offerta di lavoro d'interesse.

Personal data

Surname

Name

Tax Code

Gender

Date of birth

Place of birth

Street and number of residence

Town of residence

Postcode

Province of residence

Municipality

Nationality

Telephone

Fax

Email

Military service

☐ Available immediately

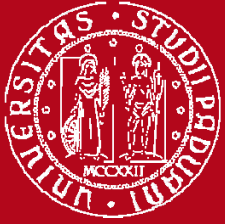
Available from (year)

Available from (month)

☐ Driver's license

☐ Car owner

Obligatory data

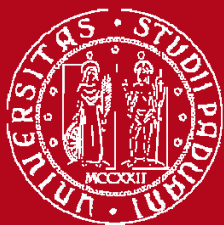


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VIDEO CV

- Students/graduates have to entry all the compulsory data
- In the end a link “Video CV” appears
- Students/graduates have to accept the terms of the Privacy Protection Law
- They have to enable the webcam
- We provide technical instructions and advices on what to say during the presentation
- Whether students/graduates don't have the webcam they can book a recording room in our office





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Video CV recording



UNIVERSITÀ DEGLI STUDI DI PADOVA STAGE

Home > Ufficio > Video Cv

- ☐ University training (*)
- ☐ High School Diploma (*)
- ☐ Professional experience
- ☒ Internship experience
- ☐ Operating systems
- ☐ Programming languages
- ☐ Software
- ☐ Language skills
- ☐ Social skills
- ☐ Organizational skills
- ☐ Type of employment sought (*)
- ☐ Additional information
- ☒ Video CV

☒ Complete ☐ Incomplete

(*) obligatory

Video Cv



Welcome to your Video CV recording!

You have up to 2 minutes to present yourself **in english** and to apply for an internship or a job offer abroad! Just relax and try to be as natural and easy as possible. You can check your recording and if you don't like it, you can delete it and remaster it.

We suggest to:

- Look at the camera,
- Speak loudly, do not whisper
- Speak clearly and not too fast
- Don't smile all the time

To help you, here there is a list of topics you can talk about:

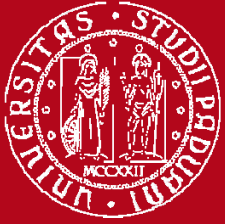
- What's your name and how old are you
- The degree/degrees you obtained and the subject of your thesis
- What are your expectations
- Describe the most relevant study and working experiences
- What are your greatest strengths
- What are your hobbies
- Describe your ideal job
- Please explain why you are the most suitable person for a job or an internship

ISTRUZIONI

REGISTRAZIONE VIDEO:

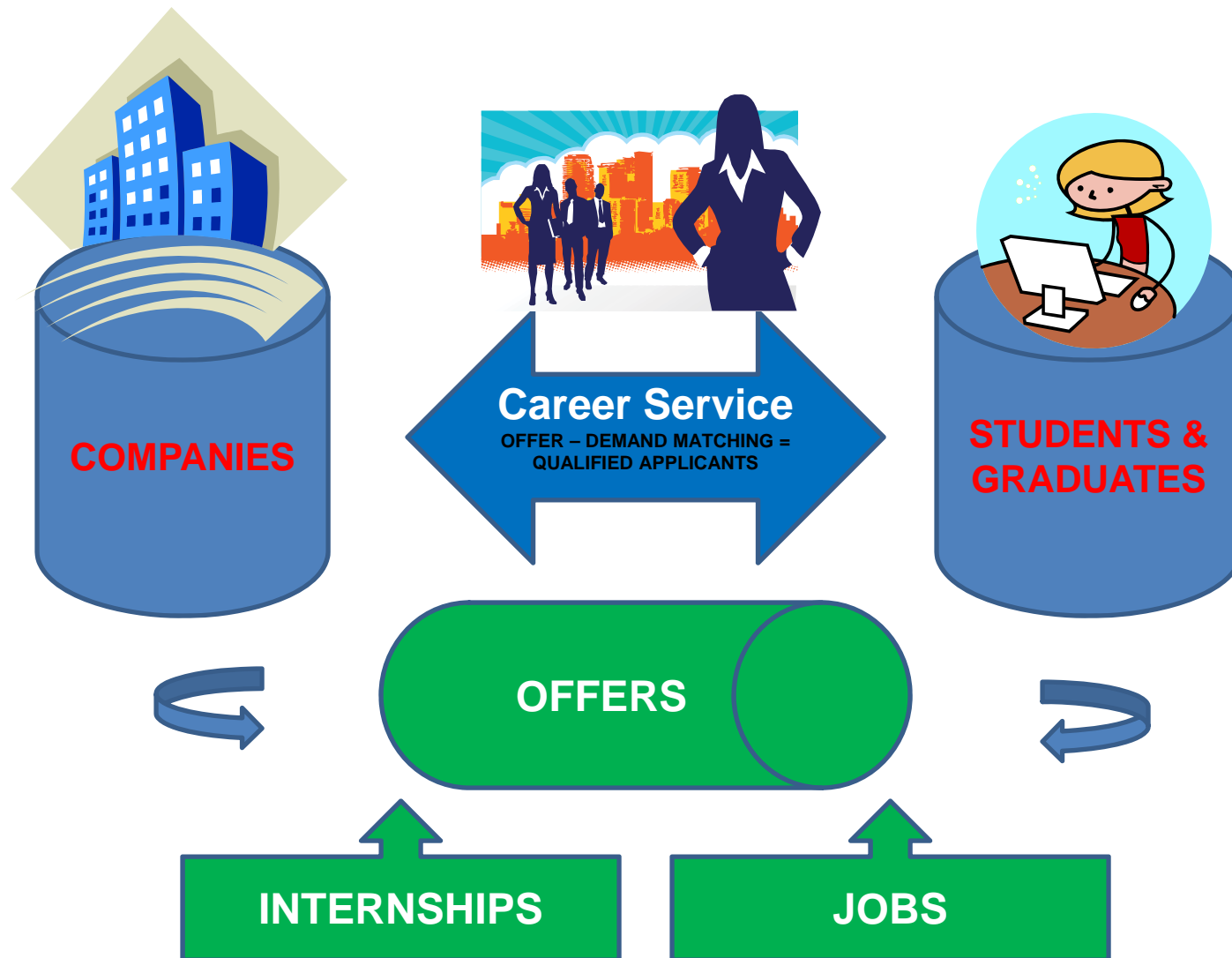
Per poter registrare un video curriculum è necessario disporre di una webcam e di un microfono. Se non li possiedi, prenota la saletta di registrazione del video CV presso il Servizio Stage all'indirizzo. Al primo utilizzo compare un menu di richiesta di autorizzazione per accedere alla webcam. (Consentire) Per registrare un video si preme il pulsante di registrazione in basso a destra (con cerchio rosso), da quel momento parte la registrazione del video. Hai 120 secondi per poterlo registrare. La barra centrale indica lo stato di avanzamento del video.

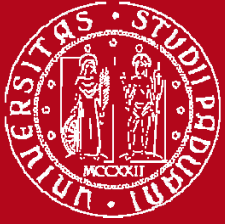
Per terminare la registrazione ripremere il tasto di registrazione. Nel caso la registrazione dovesse superare i 120 secondi, viene arrestata in automatico.



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Career Service Database Structure





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Internships observatory

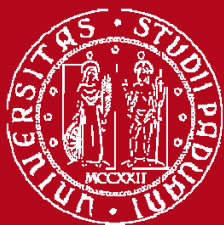
Final Evaluation

At the end of the experience an e-mail with Username and Password is sent both to companies and to interns.

The mail contains a link to an online questionnaire to be filled in for the final evaluation

The Internships Observatory collects and analyses the answers and gives a report

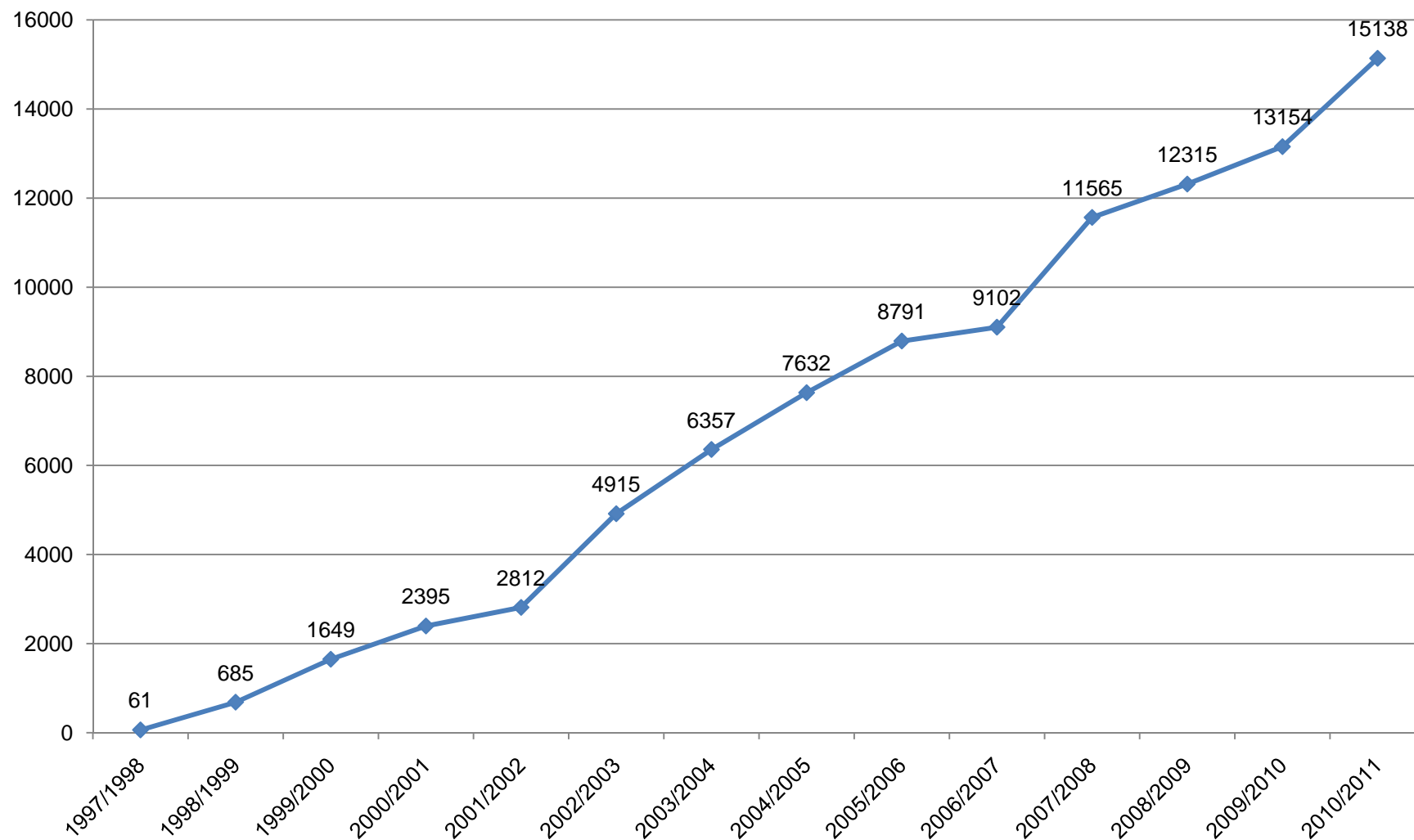


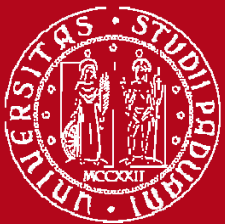


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Internships

Trend of internships in Italy

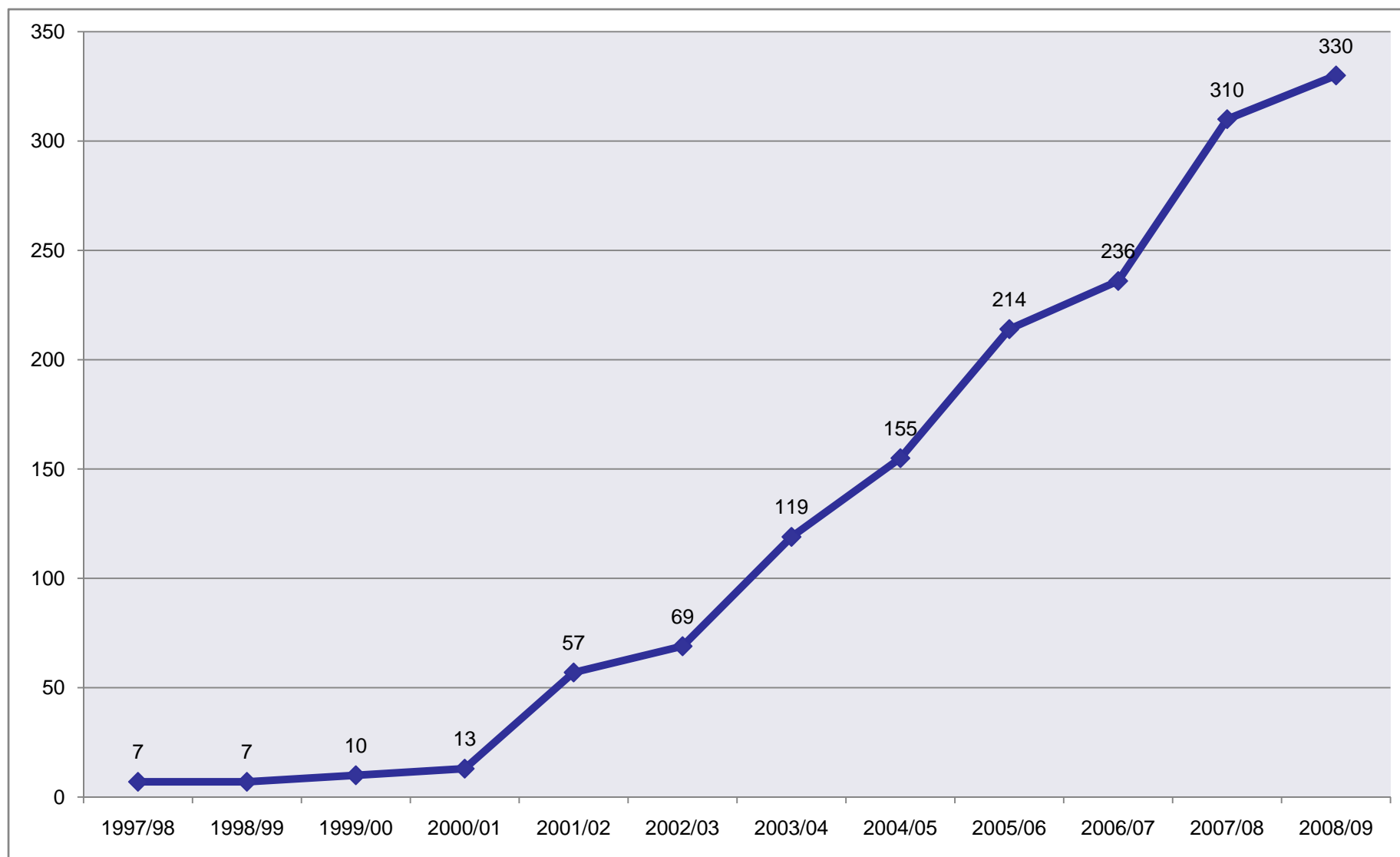




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Internships

Trend of internships abroad

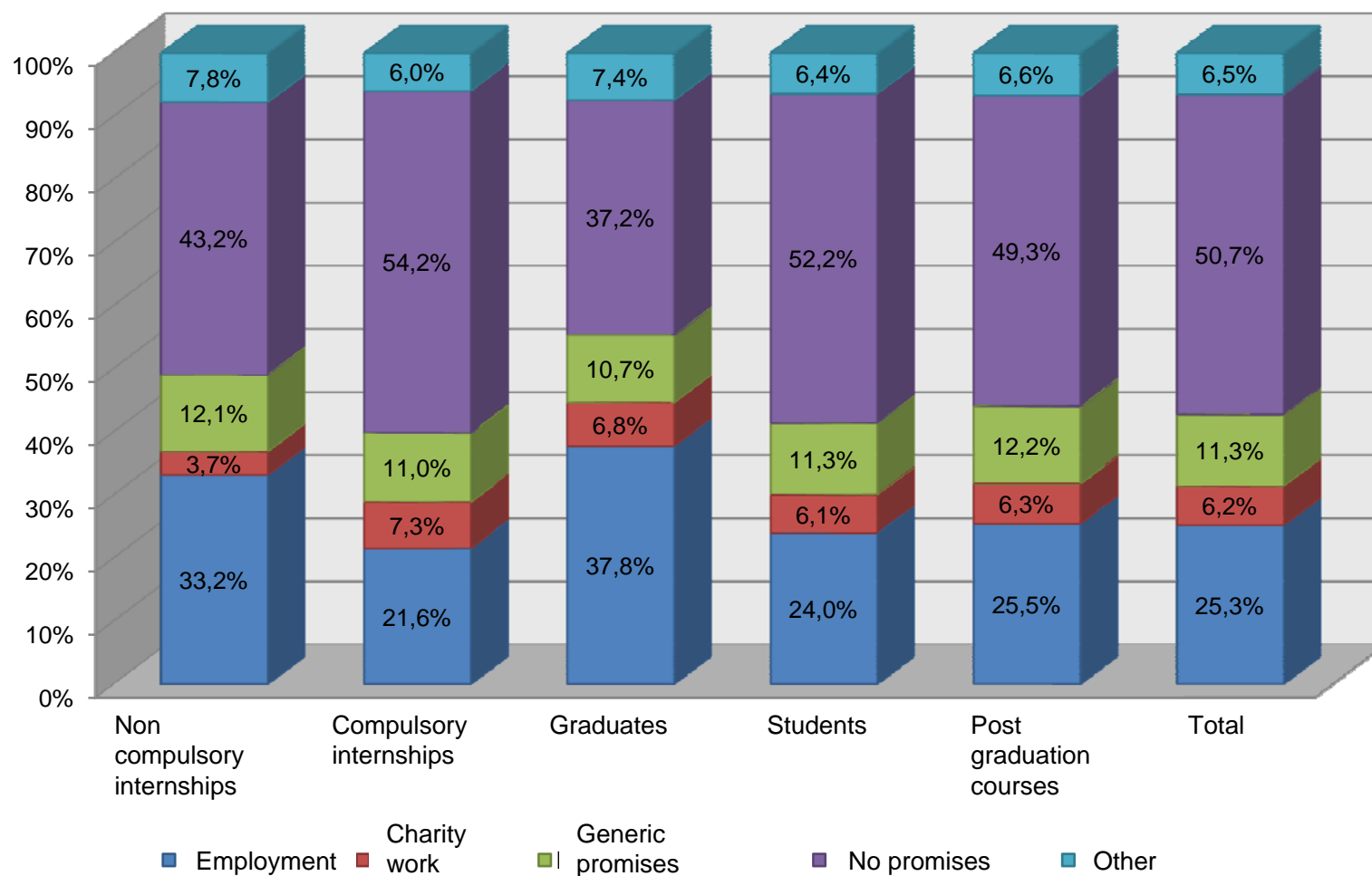


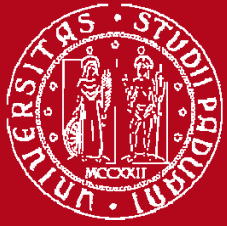


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Internships

Job offers after an internship





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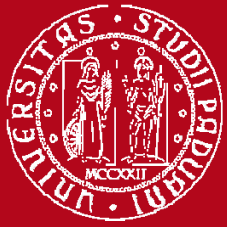
Career Guidance

Job Counselling

It offers assistance in writing out skills assessments, with the aim of identifying the job sector which is most suitable to the applicant's abilities. We also assist with writing CVs and in best preparing for job interviews.

- 2 day seminars on useful topics to best prepare candidates to find a job
- Individual interviews /counselling
- Courses funded by the European Social Fund aimed at job seekers
- Skills assessments
- Companies' presentations
- Career day





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Job Placement

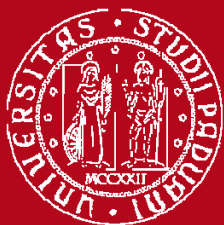
Since 2005, the University of Padova has been playing the role of **job agents** to help their students and graduates find quick, suitable job placement.

Job Placement has been created for:

- graduates and students of the University of Padua who are searching for their first job positions or new career opportunities;
- companies in search of professional figures.

CVs and job offers are entered directly online and constitute easy access, highly useful databases. Specialized Job Placement personnel act as intermediaries between job requests and offers.





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SEMINARS

Scheda d'iscrizione

Cognome

Nome

Indirizzo

Tel.

e - mail

U.O.I.D. (Ex Facoltà)

Corso di Laurea

Anno di corso (primo, secondo, ecc.)

Anno di laurea (per laureati)

Da consegnare entro il

11.05.2012

Secondo le modalità indicate.

Modalità di partecipazione:

Data la capienza limitata dell'aula, le prime 100 persone che invieranno l'adesione avranno la priorità di partecipazione, valida fino ad inizio seminario.

Consegna delle iscrizioni:

- * presso lo sportello dell'Ufficio Stage
- * via e-mail all'indirizzo placement@unipd.it
- * via fax al numero 049.8273524

Segreteria organizzativa:
Coralba Cappellato

Servizio Stage e Mondo del Lavoro
Palazzo Storione - Riviera Tito Livio 6 - Padova
tel. 049827.3075 /3068
fax: 049827.3524

dal lunedì al venerdì dalle 10.00 alle 13.00
martedì e giovedì dalle 15.00 alle 16.30

e-mail: placement@unipd.it
www.unipd.it/orientamentolavoro/seminari

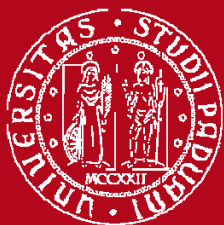
Università & Lavoro

15-16 Maggio 2012

Seminario
di ricerca attiva del lavoro
per studenti, laureati
e diplomati universitari



**Aula Didattica
Palazzo Storione
Riviera Tito Livio 6
(Entrata da Galleria Storione 13)
Padova**



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COMPANIES PRESENTATION

VODAFONE GRADUATE PROGRAM

Take the Opportunity @Vodafone

LA NOSTRA OFFERTA

Lanciato lo scorso Settembre 2009, è un percorso articolato di 12 mesi. Per i primi due mesi la persona, conoscerà la cultura e il business aziendale rafforzando anche le proprie competenze relazionali. Dopo questa prima fase sono previsti assignment in funzioni aziendali diverse.

Il neoassunto, grazie alla rotazione nelle diverse funzioni, potrà entrare in contatto con diversi ambiti lavorativi, acquisendo una visione d'insieme del cliente finale e dell'azienda.

Il contratto è a tempo indeterminato

CHI CERCHIAMO

- ✓ Lauree magistrali umanistiche
 - ✓ Lauree magistrali scientifiche
 - ✓ Brillante percorso di studi
 - ✓ Inglese eccellente
 - ✓ Eventuale Esperienza internazionale
 - ✓ Mobilità nazionale e internazionale
 - ✓ Passione per Internet e nuove tecnologie
 - ✓ Forte motivazione personale
 - ✓ Orientamento ai risultati e al gioco di squadra
- apertura a culture, sfide e innovazione



Padova 10 Maggio

Ore 14.00 – 15.00

Archivio Antico di Palazzo Bo

Via 8 Febbraio 2, Padova

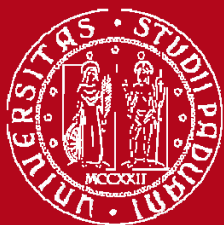


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In collaborazione con il

Servizio Stage e Mondo del Lavoro

E' obbligatoria l'iscrizione all'indirizzo placement@unipd.it con oggetto "presentazione vodafone". Si prega di allegare il cv che sarà inoltrato ai responsabili di Vodafone



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DI PADOVA

CAREER DAY



aperta.

le aziende incontrano
gli studenti e i laureati dell'Università di Padova

Università Aperta

24 maggio 2012

Cortile Dip.to Ingegneria Industriale
(Ex Ing. Meccanica) Via Venezia 1, Padova, ore 9-18

Università degli Studi di Padova
Servizio Stage e Mondo del Lavoro
Palazzo Storione
Riviera Tito Livio 6, 35123 Padova
tel 049 8273075 / fax 049 8273524
stage@unipd.it



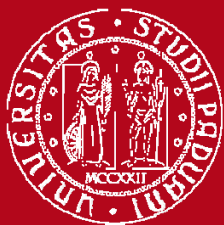
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UNIVERSITÀ APERTA 2012



Comitato di
Comune di Padova

In collaborazione con
Confindustria Veneto



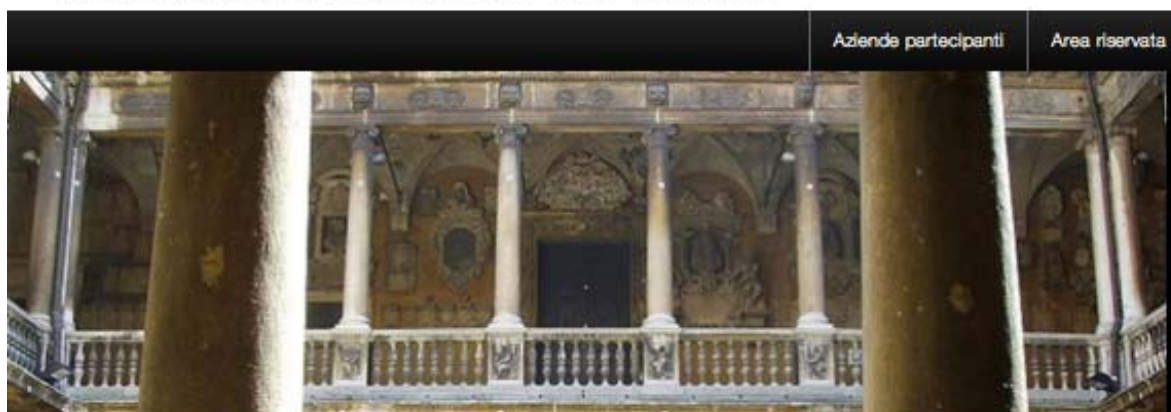
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Engineering Career day Academics/Business one to one



Cerca

Aula M8 - Dip.to Ingegneria Meccanica, Via Venezia 1 - Padova - 20 ottobre 2011



Aziende partecipanti

Area riservata

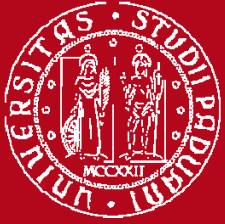
Home > Home > Aziende partecipanti

L'evento
Per i candidati
Per le aziende
Contatti
Come arrivare

Aziende partecipanti

Di seguito la lista delle aziende che saranno presenti alla manifestazione di quest'anno.





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Local Job Market Observatory

The “Local Job Market Observatory” aims to:

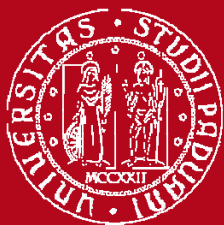
- Reinforces relations between the University and Companies
- Investigates on how long it takes for our graduates to find a job and which are the positions they fill, through longitudinal surveys on graduates
- Identifies professions skills required by local employers, through face to face interviews

Survey results are discussed during specific seminars.

Survey results have been published in “PHAROS” series, for download go to

www.unipd.it/osservatoriolavoro.



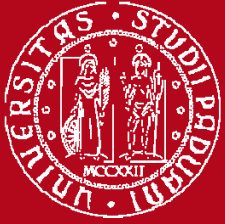


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Local Job Market Observatory

Analysis of product sectors - Pharos





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Local Job Market Observatory

Graduates' Survey

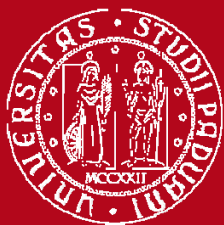
•Aims:

- To know what kind of jobs the students of the University of Padua will get after graduation
- To know if there is a link between degree and career
- To know which are the working conditions of the graduates
- To know which skills and competences are required and which ones are used

•Procedures:

- On line questionnaire (before the degree)
- Computer Assisted Telephonic Interview (CATI) every six months for 3 years (after the degree)

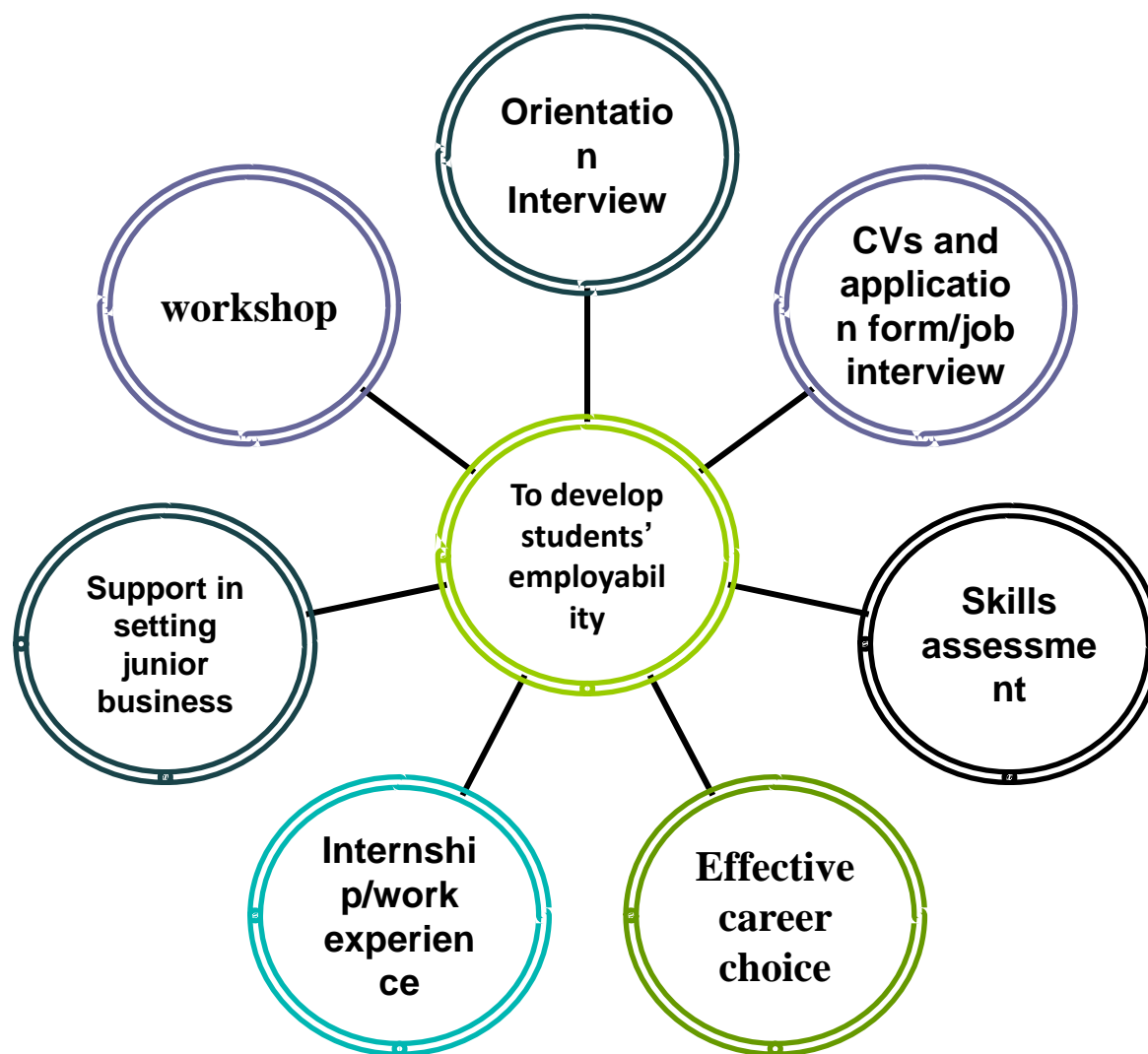


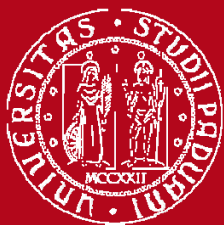


**UNIVERSITÀ
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Career Service

Students' employability



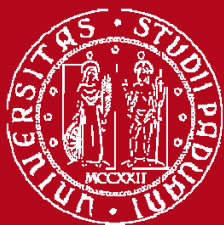


**UNIVERSITÀ
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Career Service

Students' guidance

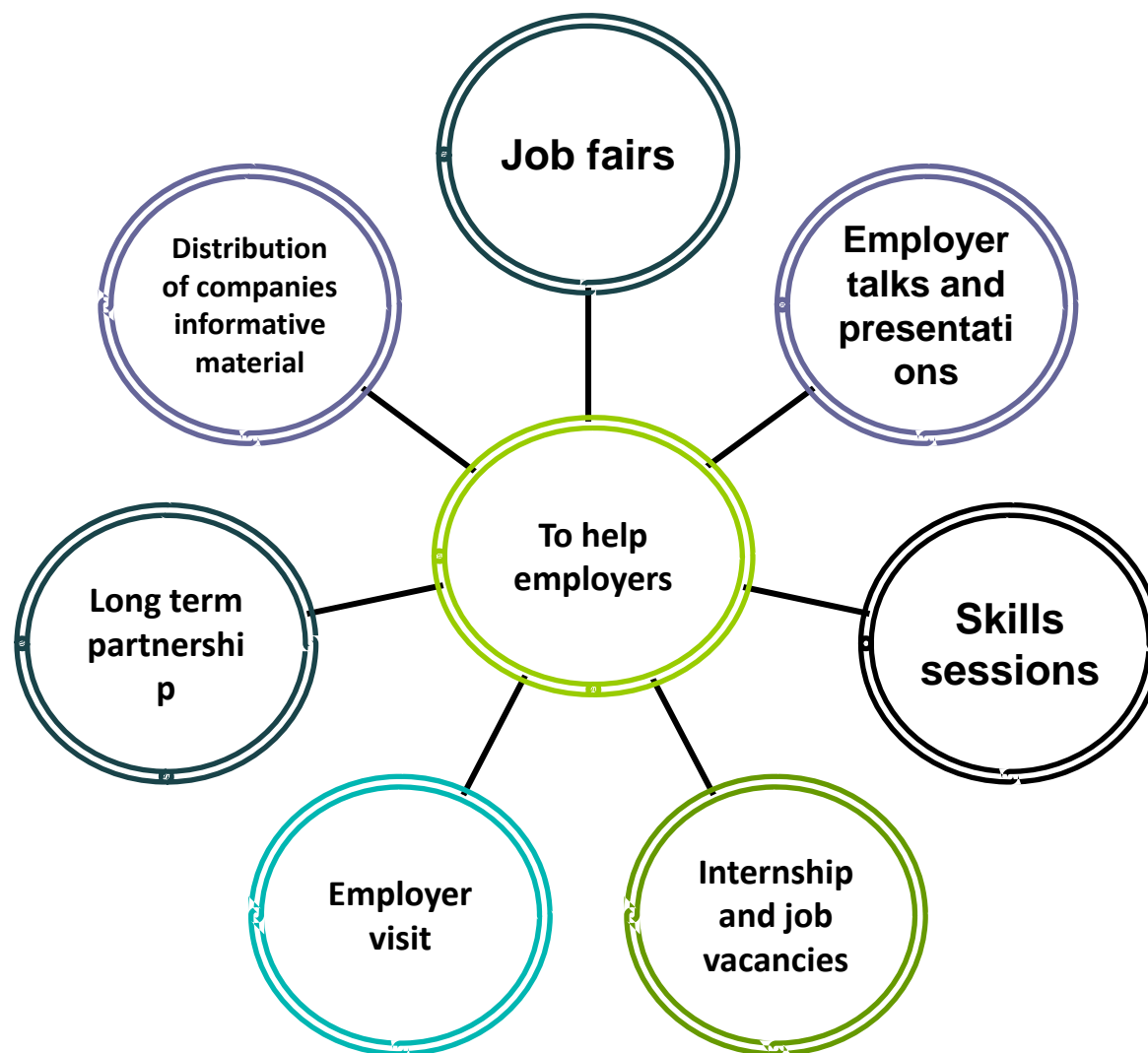


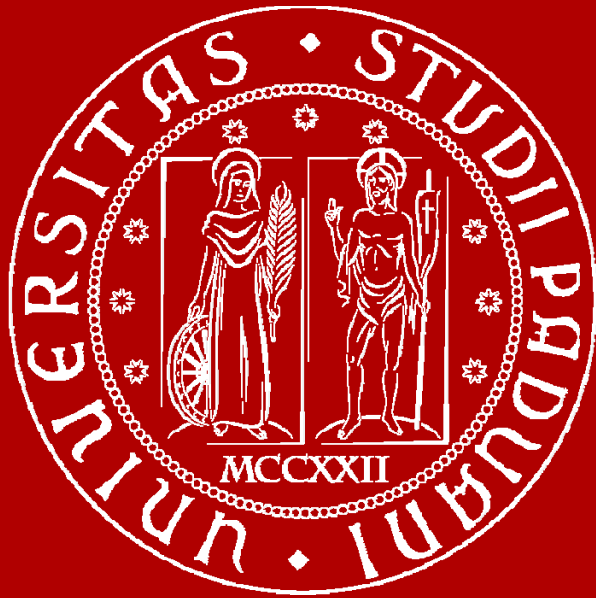


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Career Service

Employers' services





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Thank you for your attention!

www.careerservicepd.com

www.unipd.it/stage

www.unipd.it/placement

stage@unipd.it, stage.estero@unipd.it



Swansea University
Prifysgol Abertawe

www.swansea.ac.uk
www.abertawe.ac.uk



Visit to Swansea, May 2012



Visit to Cardiff



The old ... Abbey Building



And the new ... Digital Technium



Library and Information Centre



Careers & Employability Helpdesk



Contact with employers

Key staff contacts for employers:-

➤ Employer Projects Coordinator

- Careers Fair, employers' talks programme, vacancies database

➤ GO Wales Guidance and Placement Advisers

- Work experience placements, work tasters, Graduate Academy

- Employers' Careers Information events
- AGCAS and other professional organisations: discussion groups, research, conferences etc

Key activities

- Providing information resources at www.swansea.ac.uk/careers/jobs/
- Online vacancy service – employers input jobs
- Annual Careers and Employability Fair
- Careers Talks Programme
- Employers in the foyer
- Partnership with Gradintel www.gradintel.com

Careers Fair: Tata Steel



Careers Fair: HM Revenue & Customs



Careers Fair: HSBC



Careers & Employability Helpdesk



Partnerships

- The GO Wales programme www.gowales.co.uk
 - Work experience placements
 - Work Tasters
 - Graduate Academy – skills development support for recent graduates
 - Graduate jobs – free recruitment site
- Gradintel <https://gradintel.com/index.php>
innovative online job-matching service

Our professional networks

- We are a relatively small team compared to Careers Services in other UK universities but ...
- Synergies created by organisations in our professional networks support our work with employers, for example:
 - AGCAS : discussion fora, conferences, research
 - AGR : advice for graduate recruiters, links with AGCAS
 - HECSU: research
 - Graduate Prospects: employer/vacancy information

Academic Colleges

- Collaboration with employers in many fields generates opportunities for students.
- Welsh Government – key driver/supporter of our partnerships with the private and public sectors.
- The University responds to the Welsh Government in growth areas – hence the new Science and Innovation Campus.
- Swansea Employability Academy encourages Colleges to promote Employability and more work experience opportunities.

International opportunities

- Swansea University's International Office
www.swansea.ac.uk/international/opportunities/
- Erasmus work placements
- British Council Teaching Assistant posts
- Internships in China, India and the USA



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**DEVELOPMENT OF CAREER GUIDANCE AIMED AT
IMPROVING HIGHER EDUCATION IN SERBIA**

Careers

**Universities' cooperation with employers in
Poland**



Koordinator – Nosilac projekta:

UNIVERZITET U BEOGRADU, CENTAR ZA RAZVOJ KARIJERE I SAVETOVANJE STUDENATA



FINDING AN APPROPRIATE CANDIDATE

Career Centres give employers access to wide range of candidates of different educational background.

- Internet data base – with categorizing of job, training and placement offers and searching engine
- Paper record
- Noticeboards
- Network of representatives among students and academic teachers



ONE SYSTEM FOR EVERY UNIVERSITY

Biurokarier.edu.pl – internet tool used by career centres of universities being members of universities convention in Poland.

- One database for the whole system
- New employer is automatically assigned to the geografically nearest career centre, which becomes its “carer”
- Employers may place job and placements offers as well as order data of a chosen candidate or particular group of candidates of the university they are assigned to or any other university using the tool
- Students’ and graduates’ accounts contain data concerning students’ performance during studies



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TRAININGS AND INTERNSHIPS

- Trainings as part of a curriculum (usually starting at the end of first year of studies, may be in a form of holiday training or intersemester training)
- Trainings realized besides curriculum (with or without financial gratification)
- Trainings tutor on every faculty (for compulsory trainings)
- Trainings organized by career centres (besides curriculum, compulsory trainings usually in the case of smaller universities)



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EMPLOYERS VISIT UNIVERSITIES

- Job fairs
- Companies presentations
- Workshops
- Job interviews and „speed dating”
- Leaflets, brochures, posters and other printed materials



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RECRUITMENT ASSISTANCE

Organizing candidates recruitment and/or initial selection:

- Job offer preceded by detailed interview with employer
- Resumes collected by Career Centres' specialists
- Job interviews carried out by Career Centres' specialists
- 3 – 5 candidates recommended for final interview with employers' recruitment specialist



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THE BEST GRADUATES BOOK

- Released annually after graduation, containing profiles of graduates with the best performance during studies, with research, scientific and other achievements.
- Distributed among employers, usually HR managers and CEOs



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ORDERING BACHELOR'S AND MASTER THESIS

- Usually students of technical and engineering studies
- One tutor at a university and the other at a company
- Using data delivered by company and sometimes its' equipment or laboratories
- Internship or employment after graduation



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COMPETITIONS' PARTNER

“The most innovative thesis” – competition concerning several fields of knowledge of special importance for modern economy: medical technologies, energy and mining technology, environment protection technologies, IT and telecommunications, production and materials processing, transport and infrastructure, technologies for car and aviation industry, nano-technology and nano-materials, design, solutions for management.

Companies in the role of experts assessing usefulness and innovativeness of proposed solutions.



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BOARD OF EXPERTS

Regular meetings of academic teachers, deans of particular faculty, directors of departments, students' representatives with companies managers.

Aim: to recognise job market needs, to adjust study programs to these needs



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Thank you for your attention



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