

# Steps to Employment Success

For more ideas visit [jcu.edu.au/careers](http://jcu.edu.au/careers)

**Explore career options**  
 Research future career opportunities and graduate job vacancies to broaden your horizons and develop your career goals. Review and refine your goals as you progress through your studies.

**Get involved**  
 Get to know your lecturers, tutors and fellow students as they are valuable contacts for the future. Participate in extra-curricular activities and events as employers look for well-rounded applicants.

**Attend industry events**  
 Learn about job opportunities, organisations of interest, and future career paths. Network to develop industry connections.

**Volunteer in a career-relevant field**  
 Gain practical experience and develop skills relevant to your career path. Volunteering can also help you build a resume and network.

**Develop your resume**  
 Create a professional resume that highlights your skills, experience, and achievements. Tailor your resume to the specific job you are applying for.

**Access**  
 Utilize university resources such as career advisors, resume workshops, and job portals to support your job search.

**Connect with JCU Careers and Employability**  
 Discover how we can support you with your career path and job search. Contact us via email, phone, or through our website, Facebook, and Instagram.

**Prepare for interviews**  
 Practice common interview questions and develop your own responses. Research the company and industry to show your interest and knowledge.

**Research your industry**  
 Investigate different industries and sectors to identify potential career paths. Look for growth areas and opportunities.

**Gain work experience**  
 Seek out internships, part-time jobs, or volunteer roles to gain practical experience in your field. This can help you understand the industry and build your skills.

**Build your network**  
 Establish connections with professionals in your field through networking events, LinkedIn, and industry conferences. A strong network can provide valuable advice and job leads.

**Apply for jobs**  
 Identify job openings and apply for positions that match your skills and interests. Tailor your application materials for each role.

**Follow up**  
 Send thank-you emails to employers after interviews and follow up on the status of your application. Stay professional and persistent.

**Accept an offer**  
 Once you receive a job offer, carefully review the terms and conditions. If you accept, negotiate any details and prepare for your new role.

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First Year

Middle Years

Final Year