

CAREER DEVELOPMENT SERVICES

The Career Development Service is offered to assist students and alumni with career planning and job search. Student Affairs is available to assist students in deciding their major, assessing their skills and interests, exploring job information, writing resumes and cover letters, polishing interview skill, and developing job-search strategies. Student Affairs assist students by helping them relate their career goals to their educational goals. This process begins in the freshman year using personal interest, values, skills, and experiences and expands throughout a student's university years to resume development, internships, graduate college planning and job search.

Career Development Services Components

1. Developing Job Seeking Skills

Engaging students in developing job seeking skills (i.e. the ability to find jobs). Provide students with the opportunity to attend training courses or attend lectures, meetings, and workshops to develop job-search strategies, basic skills to help them choose the appropriate specialization then seek the career. Empowering students with practical career preparation skills that will allow them to link personal values with career choices, equipping them with the appropriate skills is equally important in preparing them for future career success.

2. Basic Skills Enhancement for Professional and Social Success

Career experience includes a professional side which is associated with the different tasks the individual has to do at work and another social emotional side that appears in the individual's relationships with his or her colleagues.

3. Preparation for Interviews

Students can schedule appointment with the Dean of Student Affairs to discuss interviewing skills and procedures. They can also benefit from the opportunity of participating in lectures and meetings about preparing for the job interview.

4. Preparation for Resume & Cover Letter Writing

Students can sign-up for resume appointments with the Dean of Student Affairs to get feedback on their resumes or cover letters. Students also have the opportunity to participate in lectures and meetings on the subject of preparing a Curriculum Vitae (C.V.).

5. Career Fairs

The University encourages students to participate in the job fairs, in addition to organizing a day during the year, in which the various institutions and companies in the country are invited to the university to carry their search for prospective employees. Each student has the opportunity to learn about available employment opportunities and required qualifications.

6. The Internship

Successful relationships with partners rely on frequent communication and on the development and maintenance of a mutual understanding of the value that these collaborations hold for students. The internship/training program is open to all programs.