

UNIVERSITÀ DEGLI STUDI DI MILANO

COSP - CENTRO DI SERVIZIO DI ATENEO PER L'ORIENTAMENTO ALLO STUDIO E ALLE PROFESSIONI



# Succeeding in the job hunt: from understanding the context (Italy and international) to shedding light on the dynamics of job searches and self presentations.

## Session 1 - 9/11 – 9:30 am to 11:30 am- Aula 113 - Festa Del Perdono

Reading the job posts and preparing a CV or Resume. A practical session.

Let's work on reading job posts together! How do recruiters write those job posts and what lies behind the language they use? We will be reading job posts on Monster, LinkedIn, other global websites and trying to understand what are the things we should be looking at closely, what is not important on job posts and what we must comply with. This will be a hands-on session to understand how to adapt our presentation documents based on our reading of job posts. **Students are encouraged to participate by bringing a job post of their interest**.

## Session 2 - 23/11 - 3:00 pm to 5:00 pm - Aula 113 - Festa Del Perdono

Reading the job world, across boundaries. An orientation session.

Often during the job search we are focused on a couple of companies while there is an ecosystem to consider. Students from all faculties are invited for a wide view regarding scientific jobs and humanities jobs and what the job market includes. We'll be trying to decipher the job market and identify the interesting industries. Companies and corporates are surrounded by trade organizations, lobbying industries, consulting, services and so much more. Students will be encouraged to understand the market with practical exercises. **Bringing a pc or phone for this session is recommended**.

#### Session 3 - 12/12 - 9:30 am to 11:30 am - Aula 113 - Festa Del Perdono

Facing the job interview (in Italy and abroad). A practical session.

Let's practice what an interview looks like. Mock simulations with 3 volunteers, with the ability for everyone else to observe, interrupt, ask questions and more. To get a touch and feel of the Interview process. Students are encouraged to volunteer or even participate with questions. There are not too many occasions to practice with a professional, this is one of them and with full transparency for students to ask questions both to the recruiter as well as the volunteering student. 3 volunteers are required for a successful session, with more participants sitting and observing.

#### Managed by Rudra Chakraborty, soft skills trainer with international headhunting experience.