International Student Employability Seminars
Opportunities to gain professional experience

Weds 20 May 2015
Olivia Doyle
International Student Adviser - Employability
Opportunities to gain professional experience

- Importance of gaining professional experience to launch your career

- GUEST SPEAKERS
  
  Daniel Simons
  Human Capital Consultant – Graduate Recruitment, PwC

  Nikki Scholtens
  Transition & Advancement Specialist – Swinburne

- Professional experience opportunities @ Swinburne

- Professional experience opportunities in the community
Importance of gaining professional experience while a student
Why you should focus on your career while at university

It’s not easy to find professional employment in Australia in the current crowded employment market

‘International students are too focused on their studies and think about careers and employment too late in the careers lifecycle.’

Rob Lawrence, Improving the employment outcomes of international students’ 2013

‘Professional experience provides a point of differentiation in highly competitive global labour markets.’

Blackmore et al, Australian international graduates & the transition to employment’ 2014
What is professional experience

Professional experience is more than employment

International student often align employability only with employment – it encompasses much more!

You can demonstrate your commitment, skills, abilities by getting involved in a diverse range of events & activities
What are graduate employers in Australia looking for when recruiting graduates?

Interpersonal & communication skills (written and oral)
Drive & commitment / industry knowledge
Critical reasoning & analytical skills / technical skills
Calibre of academic results
Cultural alignment / values fit
Work experience
Teamwork skills
Emotional intelligence (including self-awareness, confidence, motivation)
Leadership skills
Activities - includes both uni and extra curricular

Australian Association of Graduate Employers
Advantages of professional experience

- Develops workplace knowledge and skills – technical & soft skills
- Provides the opportunity to build networks
- Defines career objectives and builds ‘career maturity’
- Provides the opportunity to build valuable contact networks
- Provides referees
- Encourages personal growth
• Employers are increasing using experience programs as a key pathway to graduate recruitment

• Professional experience is a key differentiator in the recruitment market

• Provides an income while you study!
Guest Speaker

Daniel Simons
HC Consultant – Graduate Recruitment
PwC
Opportunities to gain professional experience

20th May, 2015
Swinburne University

Daniel Simons – Human Capital
Our history

1849 Samuel Lowell
Price creates
firm in UK

1849 William Cooper
establishes firm in UK

1865 Price partners with
Holyland and
Waterhouse

1874 Name changes
to Price,
Waterhouse & Co

1898 Lybrand,
Ross Bros. &
Montgomery
launched in US

1957 Coopers
& Lybrand
established

1982 Price Waterhouse
world firm created

2010
We operate in 776 locations across 158 countries

- **Western Europe**
  - 60,853 people
  - US$11,984m revenue

- **North America**
  - 44,885 people
  - US$11,187m revenue

- **South & Central America**
  - 12,236 people
  - US$1,037m revenue

- **Africa and Middle East**
  - 11,008 people
  - US$1,077m revenue

- **Asia**
  - 37,805 people
  - US$3,728m revenue

- **Central & Eastern Europe**
  - 7,857 people
  - US$816m revenue

- **Australasia**
  - 5,885 people
  - US$1,681m revenue

- **Total**
  - 180,529 people
  - US$31.5b revenue
We operate across 8 cities and are the largest Australian professional services firm

$1,479m
Australian Dollars earned in 2012

5,542
Staff across 8 Australian Offices

34,670
Hours dedicated to not-for-profit organisations

1,055
Staff members delivered business advice to not-for-profit organisations
Our Australian Vision and Values are at the core of everything we do

Our vision:
“To realise and discover the potential of...”

Performance matters
Have a go
Be open and authentic
Hunger for growth
Embrace differences
Care
# Careers Opportunities at PwC

<table>
<thead>
<tr>
<th>Program</th>
<th>Description</th>
<th>Eligibility</th>
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<tbody>
<tr>
<td>Technology Academy</td>
<td>2 day development program designed to provide IT focused students with an opportunity to learn about a potential PwC career</td>
<td>All Technology Students</td>
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<td>Provides commercial and technology training</td>
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<td>Opportunity to shadow a PwC manager/partner</td>
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<td>Vacation Program</td>
<td>3-6 weeks of full time paid work experience</td>
<td>Students in second last year of study</td>
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<td>Offered over winter or summer breaks</td>
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<tr>
<td>Graduate Program</td>
<td>Permanent position in a particular business area</td>
<td>Final year students</td>
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<td>Email us to register your expression of interest at <a href="mailto:bourneccampusrecruitment@au.pwc.com">bourneccampusrecruitment@au.pwc.com</a></td>
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For more information: [Facebook.com/pwcaustudentcareers](http://Facebook.com/pwcaustudentcareers)  
[Linkedin.com/company/pwc-australia](http://Linkedin.com/company/pwc-australia)  
[Twitter.com/pwc_au](http://Twitter.com/pwc_au)  
[YouTube.com/pwcau](http://YouTube.com/pwcau)
Interview overview

- To assess your **skills** and **experience**
- To develop an understanding of your **motivation**
- To provide you with **information** about the firm
- To ensure you **fit in the firm** and the **firm fits you**!
### Types of interviews

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| **Discussion Based Interview**                         | - Unstructured, discussion based  
- e.g. “Tell me about yourself”  
- e.g. “What are your key strengths?”  |
| **Behavioural Style Interview**                        | - Ask for examples from your life when you have demonstrated certain behaviours  
- e.g. “Tell me about a time when...”  |
| **Panel Interview**                                    | - Meet with two or more people representing the organisation  
- Answer the person who is asking you the question  |
| **Situational Interview**                              | - Puts you in hypothetical situations, and you then have to indicate how you would respond  
- e.g. “You are working on the front counter, and you have a line of customers to serve, floors to wash, and you are due for your break. What order do you complete these tasks?” |
Interview preparation

**Research**
- Careers fairs
- Information sessions
- Gather information from the firms websites
- Friends, family, lecturers
- Campus careers office

**Your skills**
- Review your CV / online app
- Review past experiences & achievements
- What makes you different?
- Why you want the role?

**Is the firm right for you?**
- Your suitability to the role
- Culture of the organisation
- Opportunity for travel
- Career progression
- Professional development and training
Good communication skills

- Vocal: 38%
- Verbal: 7%
- Body language: 55%

Perhaps not what you would expect? How can you improve before you meet with companies?
Common graduate competencies
Interview golden tips

- Do your **research** about the role, the company, the particular business area/industry that you are applying for
- Read the business section of the news and be prepared to talk about your opinion on current affairs
- Know your CV and application form
- Practice your handshake
- Dress appropriately— if in doubt, be conservative
- Be succinct and make sure you actually answer the question!
- Stay enthusiastic and keep an open mind
- Most importantly... **BE YOURSELF**

*At the end of the day, the interview is all about getting to know you better so be honest in all your answers, be yourself and try to enjoy the experience!*
Questions?

*If you have any questions, please contact Daniel via email – he is happy to answer any questions you may have*

daniel.simons@au.pwc.com
Opportunities for professional experience
Paid part time / casual / contract professional work

- One of the best options for gaining professional experience but challenging to find

- Sources
  - SwinEmploy
  - Lecturers
  - Professional associations
  - Current employer but work in a different role
  - Networking - personal & professional contacts
  - Register with recruitment agency
  - Usual job search websites eg Seek

BE AWARE OF VISA WORK RESTRICTIONS
40 hrs per fortnight / unlimited during university breaks
Application tips

- Apply quickly
- Professional tailored application – resume, cover letter, cover email
- Demonstrate strong communication skills – written & verbal

Types of roles

- Focus on:
  - ✓ Entry level / pathway roles
  - ✓ Gaining experience in a professional environment

**Accounting**
- Accounts payable / receivable
- Accounts clerk
- Bookkeeper

**IT**
- Help desk
- Web design
- Systems admin

**Administration**
- Admin assistant
- Data entry
- Receptionist
Volunteering

Excellent way to start your professional career

Opportunities on & off campus
Examples of volunteer roles

- SharePoint Developer
- IT Support
- OHS Officer
- Grant Writer
- Office Administration
- Receptionist
- Events Officer
- Marketing & Publicity Coordinator
- Entertainment Coordinator
- Business Development
- Board Member
- Counselling
- Website Design
- Girl Guides / Scouts
- Leader
- Retail
- Bookkeeper
- Youth Mentors
Off campus volunteering

Volunteer Resource Centres

- Offer information, referral and support services to volunteers
- Free of charge
- Centres are located around Victoria including:
  - Boroondara
  - Eastern – Ringwood
  - Monash
  - Manningham
  - Darebin
  - Hume – Broadmeadows
  - Banyule
  - Frankston
  - Glen Eira
  - More!
Volunteer websites

Seek Volunteer
GoVolunteer
Probono Australia
Goodcompany
Volunteering Victoria
Swinburne volunteer opportunities

- **Swinburne Student Amenities Association**
  Student Leadership & Volunteer Program – sign up to newsletter, choose an opportunity on or off campus

  - International Student Advisory Group
  - Postgraduate Student Advisory Group
  - Student Representative Council
  - Youth Parliament
  - Student Rep on University panels
  - Community partners – U3A, Swinburne Rotaract etc

- **SLVP volunteers are recognised for contribution by gaining awards and certificates**

  - VC Leadership Program Volunteer of the Year
  - Outstanding Achievement Award
  - VC’s Leadership Certificate
Swinburne Emerging Leader Program

Be recognised

Be recognised and receive awards for activities you undertake alongside your studies

Timothy Chen, Swinburne Emerging Leader 2014
Swinburne Emerging Leader Program

Awards

Campus Participation
Career Development
Community Engagement
Global Citizenship
Industry Experience
Research
Sustainability
Swinburne Emerging Leader Program

Activities

Almost any
- activity • project • volunteering
- program • work

you have been involved in while you have been a current student at Swinburne University, can be used in your application when applying for the awards!
Swinburne Emerging Leader Program

Activities

The sky’s your limit…
To be recognised as a Swinburne Emerging Leader

1. Complete the Career Development Award
2. Complete three of the other awards
3. Demonstrate development in 6 of the 8 skills
What are the benefits?

Our program will help you to identify and articulate the learning experiences that lead to:

• the development of your skills.
• providing you with a portfolio that highlights your accomplishments and skills, and
• helping you stand out to prospective employers
Register now
swinburne.edu.au/emerging-leader

Enquiries
emerging-leader@swin.edu.au
The Swinburne Accelerate Program (SAP) at Swinburne University of Technology commenced in June 2014

Students Volunteer:
- The Centre for Career Development
- Office of Student Advancement
SWINBURNE ACCELERATE PROGRAM

Your journey begins here...

Induction
2 day training program

Week 1
Start volunteering

Week 2
Skill Development:
- Office duties
- Responding to enquiries
- Fast Track Service shadowing

Week 6
We’re Half Way!
Focus Group & SAVP catch up time

Weeks 4 & 5
Progress review meeting
Sign off

Week 3
Project Interests & career planning discussion

Weeks 7 - 10
Fast Track Service delivered independently & progression with student Projects

Week 11 & 12
We’re Finished! Project Wrap Up, SAVP Completion & Evaluation Ceremony

Beyond SAP...
IBL & employment recommendations & future job placement through Swinburne Accelerate Program
Swinburne Accelerate Program

Benefits

- Personal Development
- Cross Cultural Experience
- Networking
- Job Application Knowledge
- Theory to Practice
- Refine Career Goals

SCIENCE  |  TECHNOLOGY  |  INNOVATION  |  BUSINESS  |  DESIGN
Swinburne Accelerate Program

Did We Improve Employability?

- 57% gained employment during the program

Program Expansion:
Dixon Appointments
Many faculties have established activity groups to provide professional experience for students

IT Examples

✓ Swinburne Technology without Borders [www.twb.org.au](http://www.twb.org.au)
✓ Swinburne Software Innovation Lab [jshearer@swin.edu.au](mailto:jshearer@swin.edu.au)

Business Examples

✓ Business & Professional Women
✓ Women in Business
✓ Business without Borders
✓ CEO Seminar Series
Technology, Engineering & Business Without Borders Swinburne

Coordinated by the Transition & Advancement Specialists from each faculty

FBL - Dominique Elliot / Nikki Scholtens

FHAD – Daniele Noel

FSET – Laima Rubas
Guest Speaker

Nikki Scholtens
Transition & Advancement Specialist
Swinburne FBL

If you have any queries, Nikki is happy to answer question via email
nscholtens@swin.edu.au
Factory of the Future

Virtual reality environment where designers work in partnership with leading engineers and research staff.

It will take the product development construct to the next level by adding in design, business innovation, ICT and rapid prototyping. Designers

Hub for engaging undergraduate and high school students, alumni and the wider community
Swinburne professional projects

Design Factory

Brings together students, research leaders, industry partners and entrepreneurs to solve complex problems, generate innovative solutions and forecast future scenarios.

Student involvement is focussed on providing projects for final year design students with cross faculty support from other final year students.
Professional Year Programs

- One year paid programs to enhance employability in discipline specific areas eg IT, Accounting, Engineering
- Consist of formal lectures relating to professional employment
- Includes a 12 week industry internship
- Providers include Swinburne College
  
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Other Swinburne activities

- The Burn
- Team Swinburne Formula SAE
- Radio station
- Internship subjects
- On campus clubs
- More ……. (let me know!)
University assignments / capstone projects

- Make your assignments practical
- Case studies
- Interviews
- Work shadowing
- Informational interviews
GradConnection - Internships

Hello,

We’ve got 3 international employers who are currently recruiting for students and recent graduates in Australia to work in Asia. This is a great opportunity for your international students seeking a great graduate role, book home, or domestic students looking to work overseas. We’d greatly appreciate it if you could share the below position descriptions:

1. Meltwater Group in Hong Kong, Shanghai and Beijing

See more about GradConnection
Be creative

- Where job opportunities are tight create your own opportunities
- Consider your own start up business
Industry competitions / activities

- Build your profile & employability

- Examples:
  - L’oreal Challenge & Brandstorm
  - Convenience Store Marketing Association Competition
  - International Poster Design Competition
  - Design Institute of Australia Awards
  - Business Challenges eg Shell
  - Science & Engineering Student Competition
  - KPMG International Case Competition
  - Microsoft Imagine Cup (IT)
  - Engineers Australia Warman Design & Build Competition
  - GradConnection Top 100 Students
  - Bloombert BAT (Aptitude Test)
Professional Associations

- Provide insight into how industry works
- Up-to-date information on trends
- Student programs
- Mentoring
- Professional development – tours, courses, conferences
- Networking
- Scholarships
- Jobs
General business groups

- Business & Professional Women
- Business Chicks
- Toastmasters
- Rotaract
- Camberwell Network
- VECCI
- Australian Institute of Management
- Business Councils
  - Eg Australian Pakistan
  - Australia China
  - Australia Latin America
- Chambers of Commerce & Industry
  - Eg AusCham – mentor program

MANY MORE!
Economic / business acumen

Use your time as a student to develop your understanding of what’s happening in areas relating to your study *both internationally* and in *Australia*:  

- Business trends  
- Industry / market developments  
- Links / opportunities from your home country  
- Potential employers  
- Areas of employment demand – consider focusing your study in these areas  
- Australian business culture
How to develop your professional opportunities

Stay up-to-date with industry / business news:

Australia - Australian Financial Review, BRW, Business Age


Professional development - attend industry events, conferences, seminars, courses etc

Join LinkedIn – network, comment, join groups, build a profile
Internships should be **paid** unless they are:

- with a not for profit organisation
- part of a recognised study program
- involve educational and learning outcomes for your benefit

Before participating:

- do thorough research
- ensure the placement will be of benefit to you
- be cautious of those for which you have to pay

Fair Work Australia – useful fact sheet:

Centre for Career Development Services

- Career counselling
- Job search assistance
- Interview skills
- Resume builder
- Employer information and on campus presentations
- GoinGlobal international job search data base
- Career conferences, workshops and webinars
- Range of handouts / podcasts:
  - Interviews
  - Resumes
  - Cover letters
  - LinkedIn profiles
  - What can I do with my qualification
  - Networking
  - Job search
  - Assessment centres etc
International Student Life

The International Student Life team is here to support you during your time at Swinburne

- Advice if you don't understand something about your course and studies

- Private and confidential advice on managing your personal needs and issues

- Support and advice in complaint and grievance processes

- Help with declining your offer and requesting a release from your course

- Support for students affected by critical incidents or issues in their home country
Contact us

Email: isa@swin.edu.au

Phone: +61 3 9214 6741

After-hours assistance line: 1800 022 168
Comments & questions?

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