International Student Completion of Studies Seminar

October 2016

Kirby Taylor & Olivia Doyle
International Student Advisers
International Student Completion of Studies seminar

- 1.30pm Welcome
- 1.40pm Finalising your studies & transition to employment
- 2pm Graduation & Awards

Students planning to stay in Australia after graduation remain in AGSE207

- 2.15pm Australian professional employment job search strategies
- 2.45pm Visa information briefing
- 3.30pm Alumni afternoon tea – ground floor foyer
Australian Awards & students planning to work internationally

Go to AGSE211

- 2.15pm  Freight / Sending things home
- 2.35pm  Going global - international job search strategies
- 3pm     Reintegration & readjustment
- 3.15pm  Australian Award student ONLY special briefing
- 3.30pm  Alumni afternoon tea – ground floor foyer
Official welcome

Debra Langton
Director International & Students Operations
Good luck for the next steps in your career journey

Today’s session will provide you with useful tips & information
Congratulations – the end is in sight!
Finalising your studies & transitioning to professional employment

Kirby Taylor & Olivia Doyle
International Student Advisers
Congratulations on reaching the end of your studies at Swinburne

Aim of seminar:

- Assist with transition
- Help you get organised
- Provide direction for next stage in your career journey
Finalising tertiary studies involves significant personal & physical transitions

- **Personal transitions – ‘headspace’**
  - Uncertainty about ‘next steps’
  - Changes to routine
  - Social life / friendships

- **Physical changes**
  - Housing
  - Budgeting
  - Visa

- **Plan for change**
  - Give yourself time to adjust
  - Reach out if you require assistance
Swinburne support services

Swinburne Health & Wellbeing
http://www.swinburne.edu.au/stuserv/health-wellbeing/

Swinburne International Student Life
http://www.swinburne.edu.au/student/international/support.html

Sam Tsering  Accommodation  stsering@swin.edu.au
Olivia Doyle  Employability  odoyle@swin.edu.au

Swinburne Centre for Career Development
www.swin.edu.au/careers

Swinburne Alumni Engagement
http://www.swinburne.edu.au/alumni/
End of study checklist

- University
- Housing
- Employment
- Returning home / going global
Career planning basics: backpack to briefcase
Australian Graduate Destinations Survey highlights the diversity of transitions in life after completing a degree:

- Full time professional employment related to study
- Full time employment in unrelated field
- Travel
- Further study (postgraduate, vocational education, short courses)
- Part time / casual / contract employment
- Volunteering
- Unemployment
Current employment market

- It may take longer to find the job of your dreams and it is unlikely the first job will be it!

- GCA have indicated the graduate employment market is improving following a number of years of slower labour market uptake

- Longer term employment prospects are positive
Student reactions to their first job out of uni:

“I love it – this is want I have always wanted to do”
“Not sure”    “Hate it”    “It’s a start”

“I love my Job

“I hate my job

“9-5 for the next 50 years – no way”

“$$ MONEY, MONEY, MONEY $$”
Characteristics of students most likely to be successful in finding professional employment related to their studies:

- Have used university career services
- Understand how the process for applying for jobs in the country of their choice
- Have gained professional experience during their studies
- Focus on quality NOT quantity tailored job applications
- Show resilience
- Have a network of contacts
- Have a clear career plan and understanding of the job market
Moving from learning to earning – the first year

- Your first job won’t be your last & won’t be your dream job

- Use the year to plan – be open, learn, research future moves, be strategic, network

- Some people will realise in their first year of work that their profession does not suit them – more career planning!
Keep looking forward

Think about the next chapters in your career:

- Grow your expertise in the areas you enjoy / are good at
- Network – build your contacts
- Identify and research potential pathways
- Undertake professional development
- Take some risks – don’t just operate within your comfort zone
- Get involved in stretch projects / expand your skill set
Discover your future course options.

Swinburne courses are designed with your future in mind.

If you are interested in continuing your studies, come and speak to:

- International Student Officer – Recruitment, Yoshiko Yamada

Did you know?
Swinburne University of Technology has been named as one of the world’s top 500 universities by the Academic Ranking of World Universities (ARWU)
Graduation

Barbara Cheevers
Team Leader - Graduations
Completed your course?

It’s graduation time

http://www.swinburne.edu.au/student-administration/graduation/graduate
Graduation

- Graduation at Swinburne is an automatic process
- You may graduate by:
  - Attending a graduation ceremony on 19/20 December 2016 or postpone to March 2017,

OR

- Having the graduation documents mailed out or couriered (no cost)
Graduation ceremony

- The ceremonies are held at the Melbourne Convention Centre, South Wharf
- 19 December 2016
- 20 December 2016
- Further graduation dates and information are available from the [Graduation website](#) and Student HQ
Completion

- A record is created on your Current Student Graduation webpage

- After your award is conferred the graduation documents can be printed and you can be called a graduate of Swinburne University of Technology
Graduation ceremony

- How and how much?
  - Nominate on your graduation page that you want attend “Ceremony”

- Cost is made up of:
  - Academic Gown (Regalia) Hire or Purchase and Tickets
    Official provider: GFP
  - Photography costs by professional photographer
Graduation

• Things to do **NOW**
  – Make sure your Formal Name is correct
  – Make sure your mailing address is correct
  – Study hard to complete your study

• In **November** check your email for
  • Email communication from the University for you to choose “ceremony” or “mailout” or “postpone”

If you want a friend to collect your documents on your behalf at Student HQ, provide them with a letter of authorisation. These are very important legal documents
DO WELL IN YOUR EXAMS
AND
CONGRATULATIONS!
5 min break

- Students remaining in Australia remain in AGSE207
- Students returning home / going global / Australian Award go to AGSE211
Australian professional employment job search strategies

Olivia Doyle
International Student Adviser - Employability
Keys to job search success

- Clear personal career vision
- Understanding of the job market
- Understanding what employers want
- Appropriate personal skills, attitudes & experience
- Professional job search tool kit
Career planning

Review (or develop) a career plan / vision so you have a targeted job search strategy that:

- matches your interests
- matches your skills and abilities

Some graduates can be so desperate for a job they don’t consider the things they would actually enjoy & want to do in their careers
Understand the job market

You need to understand the range of **entry level jobs** relevant to your qualifications:

- Technical skills & abilities
- Soft skills
- Pay rates
- Certifications
- Job market

**Be open to pathways roles**

**Eg Accountant**

Graduate accountant, junior accountant, assistant accountant, finance officer, tax assistant, bookkeeper, accounts assistant, payroll officer, accounts clerk, accounts payable / receivable
### Varied graduate job search strategies

- Advertisement on the internet: 27%
- Consulting family and or friends: 14%
- Using university careers service: 11%
- Direct approach to an employer: 9%
- Using work contacts or networks: 9%
- An approach by an employer: 7%
- Careers fair or information session: 4%
- Other university source (such as faculties or lecturers): 5%
- Advertisement in a newspaper or other print media: 2%
- Employment agency: 3%
- Via resume posted on the internet: 2%

Graduate Careers Australia 2015

**** Networking is vital! ****
You need a combination job search strategy

Apply for advertised roles

+ Network
Job search plan - treat your job search like a job

Create a job search routine

Allocate time for job research, networking, follow up

Keep track of the jobs you have applied for, contacts, follow up
  Eg Excel spreadsheet

Do you need further skill development?
  Eg communication skills, technical skills, interview skills

Share your job search with others – it can be lonely

Ask for help
Alternative job search strategies

- Actively network with a range of employers through industry nights, direct contact, informational interviews etc

- Consider opportunities in **regional and rural areas** – can expand your career development and employment options

- Consider **temp/contract** work as a way to get your foot in the door, develop valuable skills/experience as well as provide a referee

- Actively look for opportunities to work within a more senior level or in head office within your part-time roles
Professional job search tool kit

You need a professional and tailored:

- Resume
- Cover letter
- Cover email
- LinkedIn profile

Check your social media security settings
Final tips

- Start early - the average job search takes 4 – 6 months

- It takes initiative, persistence, motivation and adaptation to find the job you want – more often than not, it won’t just fall in your lap!

- Politely ask for feedback from employers on why you didn’t make the cut

- If you don’t get that first job – or the second, fifth, even tenth – don’t give up!
Alumni job search tips

Don’t give up – it will happen

You will get lots of different advice on resumes and job search – follow what you think is best

Try not to get depressed – you are not alone looking for jobs

Network as much as you can

Don’t say no to any opportunities – volunteer as much as you can

Pavithra Ramamurthy
Master of IT
Professional job search intensive seminar

Tuesday 22 November
10.30 am – 3.30pm

- Job search strategies
- Writing effective resumes and cover letters
- LinkedIn
- Interview skills
Business insight visit to CPA Australia

Friday 25 November 2016
11am – 2pm
CPA Australia Office, Southbank

- Australian business insights
- Career advice from people working in your field of study
- Workplace culture & tips
- Employer expectations
- Recruitment processes & job search strategies

Limited to 50 international students completing studies in:
Accounting, Finance, HR, Marketing, Communications or IT
Swinburne’s Centre for Career Development

The George Building
Open 9am – 5pm

Provide on-going career support for alumni

Resume / LinkedIn / cover letter checks
Interview skills
Employer seminars
Amazing resources 24/7 via SwinEmploy
Career counselling
+ more
Questions?
Visa update

Jensen Ma
Lawyer
Tan & Tan
Please join us for afternoon tea

- Ground floor of AGSE building
- Hosted by Swinburne Alumni