

Bussiness & Integration

TURN YOUR PASSION INTO A PAYCHECK

In B&I, we are devoted to provide useful information to the European youth about how to develop their inner strengths and abilities in order to succeed in business and travel the world..

ISSUE 1
NOVEMBER 2018

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Making your own path...

-The building blocks you need so as to create your own dream job and make a career out of it-

By Pablo J. Martín

First of all, a previous step needs to be taken, we need to be realistic and make a clear distinction between the careers that you want and the ones that you can actually follow in reality.

If you merge both stacks of options, you will get a pool of options that are both appealing to you and feasible. Once you have done that, we can actually work on the skills and competences specifically required for your desired job, and eventually a career.



In any case, there still are some general skills that are always convenient to a job seeker. The most important one probably is **communication**, particularly in foreign languages so as you can build your own effective network who can help you progress in your job, meaning it is really important for you to know your work field

Learning to learn, is also vital and highly disregarded. Therefore, time management and organization results in a way more effective usage of the skills and competences you have. On the other hand, learning to learn also means being able to choose which set of skills are more suitable for a job offer and how to exploit them so as to make the most out of it.

Initiative and entrepreneurship are related to the ability to take an active standpoint and being able to analyze problems and solve them in the most effective way, both individually and as a group (teamwork).

We live in a digitalized world, everything is done through internet, your **digital competences** make you both more employable and more suitable for adapting to new job environments. It also has to do with a more effective communication, so we could also say that all of these competences we've been talking are interconnected.



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DO'S and DON'TS on your CV

-The clues you need to succeed in the job market-

By Firdes Demirsoy and Nisa Parker

DO'S

DON'TS



Construct your CV with your prospective employer in mind

Ideally, It should not be necessary to include any photo in your CV

Tailor your CV for the job you are applying for

Hobbies are to be avoided unless they prove to be useful for the job requirements

Use a clear uncluttered layout so as it is both easy and quick to read

So as to avoid any kind of discrimination, birth date, age, religion or political views should never be included

Positive language when describing your experience and achievements

Your CV length should allow the possible employer to skim through it in about 20 seconds

Explain any significant break in your career or education

Irrelevant experience to the job application should be left out of the CV

Always use a reverse chronological order starting with your current position

Validation documentation should only be available upon request

Emphasize the most important information upfront

Never ever lie on your CV, as employers have ways to discover falsehoods easily

Always give a brief description of the companies you have worked with

Expectations and salary requirements must be left out of your CV, this will be addressed during the interview

Advisable to include experience and voluntary work that proves teamwork and organization skills

Include your name (and email address) on each page



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Open a business and change your life

An interview with one of the most successful woman on earth

By Bianca Bunea

Hello, Bianca! It is an honor to meet you. I have some questions for you regarding the business you own now. First, how was your life before the company?

Well, I was working in a company where I couldn't fit. Every day I had the same tasks and I didn't feel right. I knew I could do more. Thinking about all my life to be like this, in an office where you have to be stuck for 8 hours doing something you don't enjoy, it was terrifying me.

YOU NEED
TO START
SOMEWHERE

So how did it all started?

This is a long but a beautiful story. While working for the other company, I realized how easy was for me to communicate with people from everywhere and also understand their needs. My social network was growing stronger and I could tell that in the future this will help me a lot. My boss represented all the wrong things in a leader. Let me explain it. He didn't care about the customers or the employees, his only goal was gaining more money. Personally, I was the opposite. For me, developing strong relations with others, was my goal. I knew that people are the most valuable tool. So, I started analyzing the situations at my work place, establish contact with our company partners who supported me in opening my own business.

What is your business about?

My company is divided in 8 different countries, where we provide career counselors for the ones interested. Also, since this year the government wants a partnership with us, for doing this in high schools and universities.

How does a day at your workplace looks like?

Good question, but I don't have an office. I work from everywhere and this is the most amazing thing for me. From working at a desk in a small room to working no matter where I am, on a beach or my bed in my pajamas, is something that I always dreamed about.

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How many employees do you have?

I can tell that the number is increasing and the business is developing by itself, since the society realized how important is to know yourself, your skills and abilities, before going to university or working somewhere. I don't know the exact number, but I can tell we are more than 100 people.

What is your goal for the next years?

Well, I studied sociology and psychology, what I love to do is analyzing how the society is constantly changing and so are the individual's needs. My plan for the next is to provide the poor countries that can't afford career counselor support our help ad services and contributing to a better world where we are puzzle pieces and we find our perfect place.

how to write your **BUSINESS STORY**



- 1 define key moments*
 - 2 add vivid details*
 - 3 keep it short*
- Enchanting Marketing

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What is needed to succeed in future business

-Key features of how we need to proceed to prepare ourselves to create a successful future business-

By Neda Dunchovska

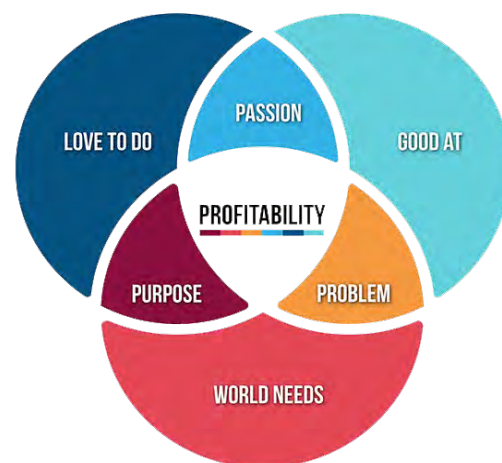
✚ Think about the future you want for yourself.

- ✓ Give yourself enough time to understand what do you want to achieve without any distractions.
- ✓ Ask yourself questions of how do you want to live your life and what changes can you do?
- ✓ Get rid of the past and focus on what is happening now and the near future.



✚ Find a passion

- ✓ Find out what gives you confidence and create excitement on your way to succeed.
- ✓ Be proud of your qualities and achievements.
Try to do whatever it needs to keep the feeling there.
- ✓ Work with your passion and trust your instincts.



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✚ Always try to maintain your motivation

- ✓ Laid out important tasks and keep track of how long it takes you to complete it
- ✓ Remind yourself of your goals every day by seeing the journey you did
- ✓ Set a fixed goal to succeed



✚ Set things in motion

- ✓ Start to save up and deposit part of your monthly income.
- ✓ Change and adjust to those changes. Cut out all the unnecessary arrangements.
- ✓ Stick to your plan and never stop dreaming.
- ✓ Get rid of the past and focus on what is happening now and the near future. Keep your plan ever-growing.



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Skills and Competences Soup



- | | |
|-----------------------|------------------------|
| 1. Teamwork | 5. Digital competences |
| 2. Creativity | 6. Commitment |
| 3. Cultural awareness | 7. Communication |
| 4. Initiative | 8. Integration |



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