

AUA Career Services advise and connect you to opportunities for getting internships and jobs, and support you in choosing a career that really fits in with you, by discovering your personality type and determining your interests and abilities.

Tips for Planning Your Career

Networking is so far the most effective way to find a job or internship. Recent studies indicate that nearly 80% of the positions available are filled through personal referrals.

Networking is nothing more than talking with people who can provide you with information, advice, resources, and possible contacts related to your fields of interest. Develop your connections to learn about more opportunities!

Your Cover Letter and Resume

A resume is a brief, informative document summarizing your abilities, education, and experience. It should highlight your strongest assets and differentiate you from other candidates.

Your cover letter is a way to introduce yourself to organizations in a narrative form that will accompany your resume. Use your cover letter to describe your qualifications as well as your interest in both the job and organization so the employer will want to interview you. Since the primary purpose of a resume and cover letter is to “market” you, always keep the organization’s hiring needs in mind.

Job & Internship Search

Some of the characteristics of a successful job or internship search are very similar to launching a successful new business or venture. Both require taking initiative and being proactive, finding ways to stand out and differentiate yourself, and being resilient and adaptable if you face some challenges while doing your first steps.

Evaluating & Negotiating Offers

Receiving a job or internship offer is both exciting and stressful, since this stage involves narrowing choices and making decisions. The decision to accept a job or internship is a very personal one. While you are making this immediate career decision, you may want to consider the role, compensation, the skills you will learn and use, and how the position will impact your future goals and next steps.

AUA Career Advisor is ready to meet with you and talk about your interests, abilities and career plans. So, do not hesitate and schedule an appointment via Career Services Scheduling System: <https://aua.mywconline.com/> or just contact: careerservices@aua.am