Plan it

Career Readiness Guide

The following career readiness guide identifies steps to work towards achieving your career goal. Moreover, users can adopt and develop the guide as a career readiness system to support the achievement of a career goal. First, answer each career goal question. Then, proceed to complete each item in steps 1-4 until all items and steps are completed.

Career goal questions

What is your career goal after graduation?

What else do you need to learn about your career interest?

What will get you one step closer to achieving your career goal?

STEP 1

- Reflect and identify career goal
- Perform a CareerBeam career-assessment
- Complete an MBTI Personality Type Assessment
- Conduct a Strong Interest Inventory
- Describe your personality
- Identify skills and abilities
- Determine your values
- Assess preferred work environment and lifestyle
- Discuss career interests with a Career Pathways Advisor
- Talk to a Pre-Health, Pre-Law, or Pre-Grad Advisor
- Meet with USC Dornsife Faculty
- Contact a Career Center counselor

STEP 2

- Explore majors, minors, and elective courses
- Study Career Pathways Major 2 Career Maps
- Review What can I do with a major in on connectSC
- Network on LinkedIn & the USC Career Network
- Conduct Informational Interviews with USC Alumni
- Review ONET online & BLS Occupational Handbook
- Research on connectSC Vault, Hoovers, Glass Door, etc.
- Work. Intern. Research. Volunteer & more!

STEP 3

- Critical Thinking/Problem Solving
- Oral /Written Communication
- Teamwork/Collaboration
- Information Technology Application
- Leadership
- Professionalism/Work Ethic
- Career Management
- Global & Intercultural Fluency

STEP 4

- Establish professional social media like LinkedIn
- Draft a Resume or CV
- Write a Cover Letter
- Develop your Elevator Pitch
- Practice interview skills
- Identify career opportunities
- Apply for career opportunities
- Negotiate offers when applicable

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