

# USEFUL INFORMATION

## for successful integration on the labour market



When you're on the verge of finishing school and heading into the job search, consider each of the areas below to help you choose the right workplace for you:

- ⇒ Job Duties (*What would you do?*)
- ⇒ Salary (*How much money should you be getting?*)
- ⇒ Schedule (*When do you want to work?*)
- ⇒ Environment (*Do you want to work indoors/outdoors, in a large/medium/small sized company, with machines, people or things?*)
- ⇒ Are you interested in self-employment?
- ⇒ Location (*Where do you want to work?*)
- ⇒ Benefits (*What do you need besides money: retirement, vacation, sick leave, health benefits, other?*)
- ⇒ People (*Who and how many people do you want to work around?*)
- ⇒ Appearance (*How do you want to dress for work?*)
- ⇒ Supervision (*What characteristics would your ideal boss have?*)
- ⇒ Stability (*How long do you want to stay in this job?*)
- ⇒ Work pace (*Do you prefer a steady pace or can you handle a faster paced, more stressful job?*)

### KEY STEPS FOR SUCCESS :



GOOD PREPARATION IS THE KEY TO YOUR CAREER SUCCESS!  
ASK YOUR TEACHERS FOR SUPPORT!



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