

# GET CAREER READY

## Your career starts on your very first day of university.

The Careers and Employability team will help you develop your employability skills by putting together the building blocks so you'll be ready for employment when you graduate. Start building your career knowledge using this checklist.

### FIRST YEAR

#### EXPLORE ECU CAREERHUB



Start your dream career journey here. Login to [CareerHub](#) to access resources like the ['Know Yourself'](#) module.

#### MEET YOUR PEER MENTOR



Get the most out of your time at ECU with a [Peer Mentor](#). Engage weekly with your Peer Mentor in MS Teams.

#### VOLUNTEER



Build your employability skills by volunteering. Volunteering WA has some great [programs](#) to get you started.

#### GET WORKPLACE EXPERIENCE



Explore hundreds of jobs on the [CareerHub Jobs board](#). Check it regularly to find work opportunities.

#### ATTEND ECU CAREER FAIRS & EVENTS



Attend your school Career Fair and events like [The Big Meet](#) and [Meet the Employers](#) to connect to industry.

#### START NETWORKING



[Join a Guild Club](#) and meet new people with shared interests.

#### SET GOALS



Use the Career Planning guide to help set and achieve your career goals. Login to CareerHub and work through the ['Career Planning'](#) module.

#### BUILD YOUR RÉSUMÉ



Regularly add your learning experiences to your résumé. Use the ['Build Your Résumé'](#) ECU Career Hack.

### MIDDLE YEARS

#### GET LEADERSHIP EXPERIENCE



Leadership experience can help you develop skills that will make your more employable.

#### GET ON LINKEDIN



Connect to an industry group using your LinkedIn profile. Login to CareerHub and work through the ['Know Your Market'](#) module.

#### EXPLORE WORK INTEGRATED LEARNING



Contact your school's WIL Coordinator or WIL team for information about opportunities.

#### BUILD YOUR NETWORKS



Research professional associations relevant to your career goal and join them.

#### GAIN RELEVANT EXPERIENCE



Apply for virtual work experience and internships. Use the ['Finding Work Experience'](#) ECU Career Hack.

#### UPDATE YOUR RÉSUMÉ



Customise your résumé according to job market requirements. [Attend a drop-in session or résumé workshop](#).

#### UNDERSTAND SELECTION CRITERIA



Use the ['Selection Criteria'](#) ECU Career Hack. Find job advertisements to build knowledge of selection criteria.

#### GAIN MICRO CREDENTIALS



Use your free student access to [LinkedIn Learning courses](#) and find ones that help you build your résumé.



## FINAL YEAR

### APPLY FOR GRADUATE PROGRAMS



[Attend a workshop](#) about applying for graduate programs. Pay attention to the opening and closing dates!

### FOLLOW EMPLOYERS



Explore websites and social media of companies you're interested in and review their job listings.

### USE YOUR NETWORKS



Build your name and knowledge base by developing genuine and mutually beneficial connections.

### MARKET YOURSELF



Promote your professional brand. Login to CareerHub and work through the ['Market Yourself'](#) module.

### EXPLORE GRADUATE EMPLOYMENT



Set yourself up for multiple employment choices that focus on your strengths.

### CREATE YOUR ELEVATOR PITCH



Make a fantastic first impression when marketing yourself to prospective employers or influencers.

### REFINE YOUR INTERVIEW SKILLS



Use the ['Preparing for Interviews'](#) ECU Career Hack. Book in for a mock interview with a Careers & Employability Adviser.

### TAILOR YOUR APPLICATION



[Attend a drop-in session](#) with the Careers and Employability team – online or on campus.

## CONTACT

### Careers and Employability Services

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<https://intranet.ecu.edu.au/student/support/careers-and-employability-services/get-career-ready>