

CAREER HEALTH CHECK

Initial Career Planning

Yes

No

Do you know the career you would like to progress into?

Have you researched your choice of career in depth and identified entry routes?

Have you identified alternative opportunities to your chosen career?

Have you used the careers (CaSE) team at UEL to support your planning?

Taking Stock

Yes

No

Have you taken stock of the skills, knowledge and experience you have gained?

Have you identified the transferable skills within your experience that employers need?

Do you have sufficient evidence of when you have demonstrated these skills?

Have you considered self employment as an option when you graduate?

Developing Skills and Evidencing Competencies

Yes

No

Have you undertaken any work experience, placement or internship, related to your chosen profession?

Have you undertaken any volunteering activities/experience?

Have you considered getting a professional mentor?

Have you looked into the development opportunities available through the UEL Skills Academy?

Application Process

Yes

No

Are you familiar with the graduate recruitment calendar?

Have you received feedback on the quality of your CV and covering letter?

Are you confident about completing competency based application forms?

Have you attended any of the job seeking workshops organised by CaSE?

Creative Job Seeking

Yes No

Are you regularly checking relevant vacancy sources and keeping on track of industry developments?

Do you take a balanced approach to applying for jobs i.e. apply different size companies and opportunities through a range of sources?

Are you willing to work in a different location to your first choice or to accept a lower starting salary?

Have you got a Plan B (i.e. explored a set of feasible alternatives)?

Evaluating Your Score

Give yourself 1 point for each YES you have ticked and enter your overall score /20. Take your score and multiply by 5 to give yourself a percentage score, then turn over to see your score assessment.

CaSE has a dedicated Careers Consultant for each UEL School who can help you with each of the above. Check them out at:
uel.ac.uk/case-theteam

Score Assessment

80-100%

Excellent. You are clearly ready for the next stage of your career and know what you need to do to achieve it. Think about ways in which you can demonstrate your high level of career readiness to employers.

60-79%

A good result. Your career planning is pretty well advanced but you will need to consider the areas where you have not scored well and look into ways of addressing these.

40-59%

A fair bit of work still needed but well done on those areas where you scored. Think about which areas you need to prioritise and how you might do this.

Below 40%

A lot of work needed to get you on track but don't panic! The Careers and Student Employability Team is here to help. Check out our website. Speak to our careers team. With even a little effort on your part you can start building your score.

Regardless of how you scored there is always room for improvement. The higher the score, the better your long term chances of getting the job you want. Set yourself the goal of moving up the scale during your remaining time at UEL.

Having taken the Career Health Check now take the Career Management Prescription – our recommended list of interventions and activities to help you improve your score and your career health.

How career ready are you?

Have you thought and planned what you need to do in order to move into your chosen career?

Have you even decided what you want to do?

The checklist can help you get the job you want by assessing the effectiveness of your current career planning.

The checklist is based on a four stage model of career planning, known as DOTS, which was developed by Bill Law and Tony Watts of the National Institute of Careers Education and Counselling.

It has 4 stages:

- Decision Making
- Opportunity Awareness
- Transition Learning
- Self-Awareness

Contact Details

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CAREER HEALTH CHECK

Take the pulse of your career planning

Careers &
Student
Employability

University of East London