UNCOVERING THE EASIEST JOBS TO GET

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Want to know the easiest jobs to get? The answer: the jobs you actually want. Perhaps this sounds like an oversimplification of a complex problem. But as Albert Einstein said, “If you can’t explain it simply, you don’t understand it well enough.” Take a moment to reflect on the logic behind pursuing a job that you truly believe is a good fit for you. Everything involved in a comprehensive job search becomes less taxing when you are in pursuit of positions that inspire you. Whether you are updating your resume, preparing for interviews, attending networking events, or even ironing your suit, the process is dramatically different when you are seeking a position that captures your interest, embraces who you your skill-set. Equally as important, those you interact with along the way will also notice the difference in your energy and authenticity. Your genuine passion for the position you are seeking will be clear and your motivation to polish your job searching strategy and skills will sustain throughout your job search and interview process. If it doesn’t, perhaps you don’t really want that particular job as much as you thought you did.

As you launch your job search and engage in the career development process, the logical first step is to become clear about who you are, what you want, and what skills you possess. This level of introspection and action will require your ability to overcome fear and procrastination. Frequently, students jump straight to the getting/seeking goals stage without having spent an appropriate amount of time assessing themselves, exploring careers, and gaining experience, resulting in added difficulty identifying a fulfilling position to seek as well as a desperate scramble to accumulate skills necessary for positions that may or may not be a good match anyway. This is not to say that developing important sought-after skills is not essential. In fact, the National Association of Colleges and Employers surveyed 260 employers regarding the top skills they plan to prioritize when they recruit from the class of 2015. Here they are:

1. Ability to work in a team structure
2. Ability to make decisions and solve problems (tie)
3. Ability to communicate verbally with people inside and outside an organization
4. Ability to plan, organize and prioritize
5. Ability to obtain and process information
6. Ability to analyze quantitative data
7. Technical knowledge related to the job
8. Proficiency with computer software programs
9. Ability to create and/or edit written reports
10. Ability to sell and influence others

Developing these skills is critical. However, a more refined goal is for you to identify captivating job environments and organizations that will use these transferable skills for the accomplishment of fulfilling your goals. Thus, expanding your knowledge of career options and thoroughly researching companies is paramount. The UCLA Career Center library, websites, informational interviews, job internships can assist you with this mission. Once you identify a position that you believe is a great match for you, you still may experience a few setbacks on your journey. However, learning something from each setback will help prepare you for eventual success. It’s like Thomas Edison said, “I have not failed. I’ve just found 10,000 ways that won’t work.” But as I stated at the beginning of this article, you are much more likely to continue along your job search with enthusiasm when you are pursuing positions you truly want. So take one step at a time and let the Career Center help you identify and obtain opportunities that will capitalize on your potential and bring you great fulfillment.
That Moment You Realize
You Are Next In Line

A Message from the UCLA Career Center Team

We have all done it. We have all waited in line. It could be at the Central Ticket Office when they are giving away free concert tickets to the first 100 Bruins. Or it could be the very long line at Panda Express when you have only 20 minutes before your next class. But there is another line you may be waiting in that can lead to the job of your dreams. We are talking about the line that gets you into a university sponsored career fair. Being next in line can be boring, or thrilling, or sometimes intimidating. While waiting for your chance to talk with a recrui	

ter at a career fair you can think about your talking points. Maybe you'll think about what you want out of a job—not always recommended. So you repeat to yourself a list of facts, personal information and qualifications you want to address: your interests, your qualifications, company facts and figures, and questions you can ask that will demonstrate you are prepared. Questions that will help you be remembered (in a positive way). Suddenly, that droning noise in Ackerman Ballroom becomes a distant mantle. You are informed and psyched up, and you're ready to step to the head of the line. But before you step up for that connection with a recruiter you need to feel assured that you have done everything you can to prepare, and are ready to understand what you need to do to follow up. Getting hired is not a one act play, but rather a sitting of deliberate choices and steps you take.

What to Do Before You Get In Line

Admittedly, there isn't much you can do once you are in line. So let's talk about networking. You have heard the term so many times that the meaning may feel lost or distorted to you. In career services, the concept of networking is an action to let people know the following: you are looking for work, what your interests are and, more importantly, that you are interested in providing assistance in achieving your career goals. Letting people know these things can be a challenge especially if you consider yourself a shy person. There are several ways to help you be an effective networker. The opportunities to do these things are all around you. Talking about your qualifications, company facts and figures, and questions you can ask that will demonstrate you are prepared. Questions that will help you be remembered (in a positive way). Suddenly, that droning noise in Ackerman Ballroom becomes a distant mantle. You are informed and psyched up, and you're ready to step to the head of the line. But before you step up for that connection with a recruiter you need to feel assured that you have done everything you can to prepare, and are ready to understand what you need to do to follow up. Getting hired is not a one act play, but rather a sitting of deliberate choices and steps you take.

What to Do After It Is Your Turn

You have waited in line and met some incredible recruiters. The recruiters shared with you interesting opportunities and have even encouraged you to apply. The wait is over and it was worth it! Now where to apply? After learning about an opportunity and making connections, you will need to apply for a position. Every quarter hundreds of employers post positions actively seeking Bruins on UCLA BruinView as part of the On-Campus Recruitment (OCR) Program. To apply for an OCR position, you must complete an orientation that serves as an introduction to job search and interviewing skills. Students can access the on-line OCR Orientation through myUCLA in the "Financials and Jobs" tab at any time of day, seven days a week. Upon successful completion, students will be eligible to apply for OCR jobs and internships. Many workshops are available to further your job readiness and build your interview confidence. And professional counselors as well as UCLA Peer Advisors will work with you on your resume and cover letter, and even conduct mock interviews. So you have learned there is a great deal to think about before, during, and after waiting in line as you pursue your dream job. Luckily, you don't have to do it alone — check with your career counselor or to make sure you have the best tools at your disposal and are ready to undertake the opportunities that come your way.
Graduate School Planning Services

Often on campus (or your campus) the following statement is echoed among UCLA students applying to graduate professional schools:

"There is no pre med or graduate school counseling at UCLA."

The fact is, at the UCLA Career Center, we have a team of professional career counselors dedicated to helping you whether you are applying to medical school, dental school, or any allied health professional school.

Our counselors are experts assisting you in your application to medical school, optometry, pharmacy, public health, law, and all other graduate professional programs and fellowships.

The UCLA Career Center Pre-Professional Services will assist you in identifying and refining your career interests, in preparing and applying to graduate and professional school.

We offer services at every step of the admission process from helping you complete your applications to securing clinical volunteering opportunities to research experience outside of the classroom. We cover relevant admission tests, establishing a professional resume, and completing professional school applications. We encourage you to visit us as you prepare for graduate and professional school.

DECISION MAKING: "IS GRADUATE SCHOOL RIGHT FOR ME?"

Pre-professional students at UCLA are furtunately offered the chance to attend the graduate school decision making panel. The panelists discuss their experience in several discrete categories.

The UCLA Career Center provides guidance in creating a plan, assessing your options, and contacting the professional school admissions offices.

We encourage students to discuss high impact and high need aspects of their application, such as "Tell us about your interests in medicine?" as well as pressing ethical issues in medicine today.

The mock Interview itself lasts 30-45 minutes with an additional 5-10 minutes for follow-up questions from the counselor interviewer. This is a mock interview so students are advised that they do not have to perform "perfectly" during this session. It is a practice interview to help you prepare for your interview, and areas needing improvement.

To prepare for the mock interview, we recommend reviewing the "Ethics in Medicine" and "Aesthetic/Osteopathic Dentistry" video available in the Career Center Library (2nd Floor) of the UCLA Career Center.

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