
FRONT COVER:

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Foreword

What really is a career? A career is a person's lifetime venture to develop and enhance one's knowledge, experiences and skills. By this, you are building up all the events in your life to exploit and maximize every opportunity you have to progress in your career path.

Your family, friends and relatives are your alliances to accompany you in life's path you ought to take. The work jobs, occupations you belong, and medium applied must lead to the fulfillment of your lifetime goal as you pursue your career. Get all the info you need here.

Career Climber – Sure-fire

Strategies For Soaring Success In Your Career

Chapter 1:

Introduction

Synopsis

The term “career” is often used with a lot of misconceptions. People have common perspectives that pursue them to think of career as something which is basically not the real essence of this word.



The Basics

Misconception # 1- A career is a job

You are working on a company and you receive compensation. With that, you have a job. A job gives you short-term security as you generate stable income from your work role. However, a career is a long-term venture that does not necessitates stability and encourages you to take risks instead. A career is not a job but every job you have is part of your career.

Misconception# 2- A career is an occupation

An extensive group of work jobs with related characteristics is referred to as an occupation. This can also be related to your profession and educational attainment. You can be an accountant, physician, teacher, engineer – the list is long. When you are well versed in an occupation, you have the opportunity to achieve a steady job in an organization. Nevertheless, a career is committed to develop and build your skills for a lifetime.

Misconception # 3- A medium is a career

A medium is the means in which you express your career message. Conveying the content of your message takes various forms. It may be through article-writing, blogging, teaching and training people. But it is sad to note that instead of focusing on the content of the message, most are misconstrued that the medium is the career itself when in fact the message tells it all.

What really is a career? A career is a person's lifetime venture to develop and enhance one's knowledge, experiences and skills. By this, you are building up all the events in your life to exploit and maximize every opportunity you have to progress in your career path. Your family, friends and relatives are your alliances to accompany you in life's path you ought to take. The work jobs, occupations you belong, and medium applied must lead to the fulfillment of your lifetime goal as you pursue your career.

As you seek to achieve success in your career endeavor, this book will help you explore ways and strategies to effectively adapt to the changes happening around that might affect your career.

The road is not easy, but being guided will help you overcome the pitfalls, risks, sidetracks and detours you will encounter on the road to your lifetime dream. This is an opportunity for you to learn. As much as your career success matters to you, learning in the starting phase of your venture equally matters along the way.

Chapter 2:

Basics to Career Advancement

Synopsis

Everyone wants to advance in any career opportunity they have. But, let's admit it; climbing up into the ladder of career advancement is not real easy. It takes ample of time and patience as well as high determination to be able to do such. As a start, you can begin structuring your career plan.



Where To Start

Career planning is very essential for you to have a clear view and understanding of actions you must do as you take one step forward to your career success. When you plan your progress, you must define your goals and seek to formulate effective ways to achieve your objective.

As far as a person's working career experience is concerned, it is commonly estimated that a person changes his/her jobs six to ten times. In this setting, career advancement is necessary to cope with the changes happening over time.

According to experts, the most appropriate time for you to pursue career advancement is when you have already worked in a company for some time.

By this, you have already established your work performance and your relationship to your boss, to your co-workers and other people in your organization. As soon, as you have already planned for your career opportunity, it is time for you to realize your objectives and put them into actions.

Here are few advices to assist you as you grab a hold of your career success and at the same time maximize it to gain leverage in your advancement opportunity.

Increase your value

An assessment of your worth in the company will give you an indication in your standing as an asset in the company. If you have not yet created value in your organization, you must seek to build this value for your career advancement.

You can also further increase your company value by joining in working teams, doing additional works for the establishment and helping others within your organization. Show them that you are dedicated to your work assignment and that you have passion and joy in working with them. Make known to them your excellence and commitment in service.

Inform your boss

Initiate an informed conversation with your immediate boss so that you can discuss with him/her your future career advancement plans. It would be good in the part of your employer to know your goal to meet their job expectations from. Exceeding their expectations as well is better for them to have more confidence that you will efficiently perform your duties not just for your personal career goals but also for the benefit of the organization as a whole.

Develop personal relationships

Your relationship with the people around also helps in your career advancement. First, enhance your connection with your boss. Improve your communication with your co-workers in the company

to sustain a healthy environment in the workplace. Be professional and open-minded as well. Also, remember to consider your dealings with influential people both inside and outside your company as they can help you get promoted easily. Furthermore, seek to improve your communication skills to better convey your intent to them.

Always be ready and prepared. If you are really interested in advancing your career, you must keep your mind open to learn and acquire new knowledge. This will help you become flexible in future challenges you will encounter in your journey to career success.



Chapter 3:

How to Get Your Dream Job

Synopsis

You have the freedom to dream. Not only with regards to your future lifestyle, future spouse, future house and all the other future plans you have. But most importantly, you can imagine and envision yourself working on your dream job.



The Dream Job

However, dreaming a dream and leaving it a dream does not make sense at all. You can do something to achieve your dream and make it into reality. It wouldn't guarantee you an easy way, though. But, the fact is that despite challenges, your dream job is at hand when you are determine to grab it even from afar.

Here are few tips you can use to get your dream job:

Build a professional resume

When you apply for a job, the first thing they receive is your resume. Some also requires your curriculum vitae rather than a resume. Curriculum vitae are more detailed with all your previous work experiences, backgrounds, affiliations, and more are displayed. The resume on the other hand is more brief and concise which showcase your skills and experiences as a worker. You may think that these files are not important, however, they are capable of giving your potential employer an overview of you, your professionalism, and your performance quality.

Don't impress, but express

When you are shortlisted, you get the chance to be interviewed. In this area of the process, most people think of it as a time to impress. However, you are not in the interviewing seat to boast all your past

experiences and skills. You are there to express yourself why you qualify for the job. You are there to inform them about you, how you do things and how you will work with the company if given the chance to do so.

In interviews, a big possibility is that you will be asked about your strengths and weaknesses. Well, you are not perfect. However, do not try to impress them by saying you do not have any weakness. Instead, emphasize more on your strengths while underplaying your weaknesses. Don't forget, first impression lasts. If they see you are acceptable in both your strengths and weaknesses, it will be a good point for you.

Expertise and Team play matters

Being a Jack of all trades is good. But being an expert in one field is better. Specialization in a particular area will leverage you from the rest as you seek to get your dream job. AS we all know, competition is very high and there are a lot of applicants out there who also would like to get the job you are dreaming of. It is good if you know various work areas. Hence, it would work best often if you have an expertise in one field that will differentiate you from the rest.

Also, a team player is what most companies are looking for. Remember, you will be working with various personalities inside and outside the company office. Thus, you should possess an attitude of being a good team player.

Some also would ask you for an interview task. In this case, you must be able to put your job into practice. For example, your dream job is teaching. You will be asked to perform a demonstration. Thus, you must be prepared for this and practice would really make a difference. Perhaps, these advices can help you be guided in each step of the way. Do not ever lose hope. It just takes determination, efforts and positive perspective to be able to make it to your dream job.



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