

Use the best part of yourself  
to win a career

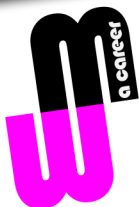


## Win me a Career Workbook

this very moment is the battlefield  
where you claim your birthright... to live & succeed!  
by Nektar Baziotis

This workbook is dedicated to the Self: the One who proved life as it is  
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## Table of Contents

<b>1. Introduction.....</b>	<b>3</b>
Who we are.....	4
A question.....	5
Your values.....	6
Your skills & talents.....	7
The result.....	8
<b>2. Career development.....</b>	<b>9</b>
What is a career?.....	10
Self discovery process.....	11
Your goals.....	12
Action plan.....	13
Where are you applying?.....	14
<b>3. How to find a Job.....</b>	<b>16</b>
The method.....	17
Internships and Volunteering: Why are they important?.....	18
Networking.....	18
<b>4. How to compose a résumé and a cover letter.....</b>	<b>20</b>
Definitions.....	21
Guidelines.....	21
How to model your résumé.....	24
How to write a cover letter.....	25
Action verbs: words, create worlds.....	26
<b>5. Interviews.....</b>	<b>29</b>
The Interview.....	30
Preparation for the interview.....	30
Self-preparation guide.....	31
35 Questions to prepare for.....	32
Three unconditional questions.....	37
Questions to ask.....	38
Behavior during the interview.....	39
Salary negotiation.....	42
Tips and Hints: do you reject a rejection?.....	43
<b>6. Links.....</b>	<b>44</b>
<b>7. Conclusion.....</b>	<b>45</b>



## Who we are...

“Win Me a Career”, focuses on career consulting. We define “career” as the path for realizing the inner potential that can bring happiness in life. This is accomplished by recognizing impressions, influences, and detractions as external factors and identifying those personal factors that are conducive to prosperity and success. Our strategies are based on successful methods, and, most importantly, they are applied individually. Our success is guaranteed by our quality and responsibility. We’re specialized in showcasing the skills and talents of individuals and in assisting them to fulfill the potential of their professional careers. We’re convinced that everyone should achieve happiness, contentment, and prosperity.

In all cultures and continents, the term work or job is often associated with dependency as it is one of the key factors, if not the only one, that satisfies our basic need for survival. A salary deposited in your bank account at the end of each month is considered like a pension, instead of a reward and a token of appreciation by the employer for your efforts. If you need such a job, this workbook isn’t for you. This workbook is a tool to bring the best out of you and assist in claiming your birthright for happiness and prosperity. Here we need to highlight how easy failure is. In contrast, being a successful integral person requires goal commitment and constant evolution. A common expression asks, “How’s life treating you?” But what is really meant is, “How do you treat your life and dreams?”. Only three rules are needed for achievement. You must:

- be aware of what success represents for you,
- stay positive and trust yourself and your potential,
- be dedicated to your evolution and to discovering who you really are

At “Win me a Career,” we are **committed to evolution.**

We are certain that **“success exists here and now”** and that everybody deserves it.

Our mission is to

**expose the impossible and  
transform it into I’m possible.**

Companies that you would be interested in approaching:

1.	_____
2.	_____
3.	_____
4.	_____
5.	_____

What do you feel that you're missing to accomplish your goals:

1.	_____
2.	_____
3.	_____
4.	_____
5.	_____

### Where are you applying?

Just a few steps are left to be taken by you in order to submit your résumé or application for your next career move. The most important element for success is to know exactly what you'd like to accomplish and to find a company through which your aims can materialize. In order to do so, you need to know and collect as much information as possible about your potential employers. Our target is to assist you in developing your career and not just finding yet another job.

Which company or organization are you applying to:

- Values, philosophy, and organizational structure
- Products, services, and size in terms of staff members and funds or annual turnover
- Historical information such as year of creation, best and current fiscal years
- Geographical location, expansions, and regional reach (national/international)
- Major customers and reputation of the company at the national and international levels

Collect information from:

- Corporate Web site of the company or organization
- Published annual reports only (don't ask the company directly)
- Trade associations
- Blogs, news articles, newspapers, journals, online references, and directories

## 35 Questions to prepare for

### Introduction:

1. Would you like to have anything to drink?  
Don't be shy. Yes, some water please. Yes, a coffee, please.
2. Did you find our office easily?  
No, you are in the middle of nowhere... feel free to be honest in a polite way as your potential employers probably have the same problem each day and will understand you.
3. Please describe yourself. Tell me about you.  
Well, my name is John Smith, two words that apparently define who I am. But this is not what defines me... continue with YOUR answer and use it to demonstrate that you are very qualified for and interested in the position.

### Résumé and cover letter:

4. What is your educational background?  
Chronologically list the 3-5 most important stepping stones in your education that are relevant for the job. After graduating from college in 2003 in Marketing Management, finishing my MBA in 2004, I did a specialized training in team management to understand team dynamics.
5. What was your favorite subject in school/college?  
You must choose one that is really on your certificates. This is an opportunity to show your interest in the company. For sales position: Marketing and internationalization. For accounting position: bookkeeping and mathematics.
6. Do you believe that your educational background supports your career path?  
If your educational background fits the job, then the answer is easy and will probably not even be asked. If it is not obvious, you can talk about skills you learned instead of the specific education: My studies allowed me to become an analytical thinker, to acquire important writing skills, and so on.
7. Tell us about your professional experience  
Chronologically list the 3-5 most important milestones in your professional experience and the skills you have acquired that are relevant to the job. My first job was as sales assistant for XXX where I learned how to formulate a sales strategy. My job at XXX as sales gave me practical insight and people skills.



It is now a perfect moment to  
**win yourself...**