



Romel Cabling ▾



Home

Home > My courses > OJT/Practicum 2 > O2 Career Path And Development > Lesson Proper for Week 2

# Lesson Proper for Week 2

## CAREER PATH

Career Path is the series of various positions and job roles an employee works in as one grows in one or multiple organizations throughout the career. It mainly refers to the growth or trajectory of the employee in an organization(s) in one's overall career. The employee may move vertically most of the time but also move laterally or cross functionally to move to a different type of job role. Career path is used interchangeably with career ladder.

Most successful companies chalk out a career path/career ladder for the employees in order to provide them with a realistic picture of their position in the coming years in order to retain them. Having a clear idea about future positions and job responsibilities, the employee and the company can work to identify areas where relevant training is required for the employee to build his competencies to fulfill future job requirements.

## Process of Defining Career Path

Before deciding a career path, a through process has to be done. The main steps are:

### 1. Finding Aspiration for one's career

The first and foremost step would be to see the career path one wants to take internally or externally. It can matter if a person is already in a job or is looking to start a career for the first time in life, e.g., fresher

### 2. Self-evaluation of fitment

The next step is to see whether one is fit for that role or path. It can be done through self-evaluation of education, experience, capabilities and skills one has or can develop over period of time.

### 3. Finding Gaps

Once first 2 steps are done and we know a particular career path one might be interested in, next step is to find the gaps where immediate work is needed. E.g. if you are in sales and want to move to marketing, you may need to understand some concepts of branding and ROI etc.

#### **4. Fill the gaps through training and learning**

Next step is to fill those gaps by proper learning and skill development. It may be through self-training or studying or through a structured program in the company.

#### **5. Apply for the new Role**

Once you are ready for the role, next step would be that you apply for the role as it might not be available immediately or you might need to go through evaluation process. Getting selected would be very important step in starting a new career path. Once you start the new role, one needs to perform well in the new role to strengthen the career path. The process of career path can be repeated many times in one's career.

### **Importance of Career Path**

Career path is not only a series of positions one takes but also an opportunity to achieve overall positive career development. Career path provides various options like in example below. The decision points can determine how well your career would go farther. Right and informed decisions can help you move to better positions and vice versa. The career path is the result of the decisions and hard work put by an individual.

Company should also work towards ensuring that its employees move in career path the way they want to. Proper job analysis should be done in order to make sure the employees are satisfied and achieve higher positions in the organization itself rather than moving to other organizations in search for better path. An employee must also constantly acquire new skills like leadership, time management, communication management, team management etc. These people management skills help the employee rise in an organization as well as have positive motivation towards work.

### **Types of Career Path**

Career paths can be broadly classified into 2 types:

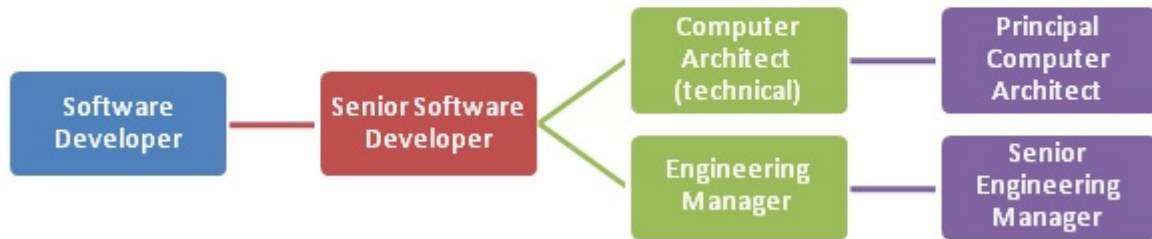
#### **1. Internal**

In this type of career path, a person moves into different roles in the same organization across the tenure. One can move in a linear or a non-linear fashion. There are career progressions defined in an organization where one moves from junior to senior roles through different years and skills. There can be another way also in which a person moves from one unit to another unit acquiring different skills. One example can be moving from sales to finance department which is still a step in career path but requires different skills and responsibilities.

#### **2. External**

External career path is where one moves across different organizations or even industry to move ahead in the career. One can start in a particular position in one organization but can move to a better one in another organization which may be in the same industry or even different sometimes. E.g. Moving from sales department of a manufacturing product company to sales of Software Company may present different challenges and roles. Also one can move into entrepreneurship and move forward from there.

### Career Path Example



The image above shows an example of career path an employee can take in an IT company. After Senior Software developer role/position in his career, an employee can chose to be either a computer architect or an engineering manager. The career path he/she takes now would determine the roles in future.

In the example above Principal Computer Architect or Senior Manager are the two positions based on the positions chosen last.

Another example can be in Sales department. A person starts as sales representative then moves into sales manager. From sales manager one can either move into a regional sales manager or may move to marketing department as well depending on aspirations. From Regional manager, one can go to sales vice president role or in marketing one can move into branding department.

Eventually both career paths may converge into VP of the company over many years of experience and then move into a president, senior president roles.

### CAREER DEVELOPMENT

Career development is the series of activities or the on-going/lifelong process of developing one's career which includes defining new goals regularly and acquiring skills to achieve them. Career development usually refers to managing one's career in an intra-organizational or inter-organizational scenario. It involves training on new skills, moving to higher job responsibilities, making a career change within the same organization, moving to a different organization or starting one's own business.

Career development is directly linked to the goals and objectives set by an individual. It starts with self-actualization and self-assessment of one's interests and capabilities. The interests are then matched with the available options.

The individual needs to train himself to acquire the skills needed for the option or career path chosen by him. Finally, after acquiring the desired competency, he has to perform to achieve the goals and targets set by him.

Career development is directly linked to an individual's growth and satisfaction and hence should be managed by the individual and not left to the employer. Career development helps an individual grow not only professionally but also personally. Learning new skills like leadership, time management, good governance, communication management, team management etc. also help an employee develop and shape their career.



## 5 Steps of Career Development

There are various steps or stages in a person's overall career development:

### 1. Self-Assessment

The first step in career development is the self-assessment which means that the individual has to assess oneself on the kind of career and growth one wants and what kind of skills and interests are there.

### 2. Career Awareness

This stage is when an individual explores various career paths which align with the self-assessment done in the first step. Career awareness can be how a person can explore various domains and types of jobs/work available

### 3. Goal Setting

This is the most important step in career development because this is where one defines clear short term and long term goals to meet the career one aspires. Both short term and long term goals need to be defined to begin with. Short term goals would be more actionable but long term goals can be changed or tweaked as per the growth.

### 4. Skill Training

Once the career and goals are set, one needs to acquire the right skills to achieve the growth. Skill training can be done through self-training or joining a structured training program online or offline. Once the right skills are acquired, one can start the final stage.

### 5. Performing

With all the right knowledge and skills, the important part is to perform the tasks and jobs in the career successfully to grow in the career path.

The 5 steps are part of an ongoing process. Many times in a career, the person would need to revisit the cycle to get the right career growth.

### **Importance of Career Development**

Every employee working in an organization is looking for a career development which moves in the right direction. Career path taken by an employee determines the growth. Career should be planned in a way that it moves forward.

Career development provides the framework with skills, goals, awareness, assessment and performance which helps an individual to move in the right direction and achieve the goals one has in one's career. Careful career planning is always useful for individuals to succeed professionally and also helps to boost employee motivation in the organization.

### **Career Development Strategies**

The development of an individual's career is driven by several factors. Strategies to improve someone's career can be driven either by the company through organization development or by the individual himself or herself. Some strategies of career development are as following.

#### **1. By Companies**

Training and development by companies can help in employees learn new skills. Companies help in providing leadership development, management development etc. This is all done through employee training sessions or developmental counselling. Employee development in the long run helps in career development.

#### **2. By Employees**

Individuals can themselves boost their own career. This is done through constant evaluation of their skills using techniques like continuing professional development.

Continuous and repetitive efforts can help in the career development for an employee.

### **Career Development Example**

Imagine a person working in an organization in delivery department. The responsibilities include delivery packages and picking up return requests. Over time after becoming an expert the person decided to learn order management and starts training for it within the organization and learns the skills. He takes a role in another organization and enters the order management and delivery domain hence rising in the career.

Few years in the role, the person understands the supply chain management and warehouse management quite well and in the same organization moves as a manager in the supply chain department and keeps acquiring more skills in the SCM department. This is an example of how a person can develop career over the years by acquiring new skills through experience and training and can move to different roles within the organization or with other organizations.



## Navigation

Home



Dashboard

Site pages

My courses

Capstone Project 2

Network Defense and Remote Access Configuration

OJT/Practicum 2

Participants


General

01 Career Planning

02 Career Path And Development

 Preliminary Activity for Week 2

 **Lesson Proper for Week 2**

 Analysis, Application, and Exploration for Week 2

 Generalization for Week 2

 Evaluation for Week 2

 Assignment for Week 2

03 Career Mobility And Stages

04 Guide To Getting A Job

05 Writing A Resume

Seminars and Tours

Courses



## Fair Warning

**NOTICE:** Please be reminded that it has come to the attention of the Publishing Team of eLearning Commons that learning materials published and intended for *free use only by students and faculty members within the eLearning Commons network were UNLAWFULLY uploaded in other sites without due and proper permission.*

**PROSECUTION:** Under Philippine law (Republic Act No. 8293), copyright infringement is punishable by the following: Imprisonment of between 1 to 3 years and a fine of between 50,000 to 150,000 pesos for the first offense. Imprisonment of 3 years and 1 day to six years plus a fine of between 150,000 to 500,000 pesos for the second offense.

**COURSE OF ACTION:** Whoever has maliciously uploaded these concerned materials are hereby given an ultimatum to take it down within 24-hours. Beyond the 24-hour grace period, our Legal Department shall initiate the proceedings in coordination with the National Bureau of Investigation for IP Address tracking, account owner identification, and filing of cases for prosecution.



## Activities



Assignments



Forums



Quizzes



Resources

---

Bestlink College of the Philippines  
College Department

Powered by [eLearning Commons](#)