**Job Search Action Plan Activity Worksheet (5%)**

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**Instructions:**

Choose one employer you are interested in connecting with (and ultimately would like to work for). Complete the worksheet questions with this employer in mind.

**Submission Instructions:**

Please upload this work sheet to the provided Moodle Assignment link by specified due date.

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| **Potential Employer:** | **Stripe** | **/2** |
| **WHY**  Brief reason for choosing this employer  **WHERE?**  Position/department of interest | I am choosing Stripe because it is a leader in fintech, known for its innovative payment solutions and commitment to advancing financial technology. Working at Stripe offers the chance to apply my technical skills and creative problem-solving in a dynamic, collaborative environment. Stripe's culture of innovation and impact on the global financial ecosystem align with my professional goals and passions.  **Software Engineer, Payments Team** | **/2** |
| **WHO?**  List a minimum of three networking contacts (be specific, name, email, position) and why you are contacting them. What are you hoping they can do for you/help you with?  What information are you trying to obtain (access to an informational interview etc.). These should be relevant to the employer you are hoping to connect with | 1. Edwin Zhang   **Email**: edwin@stripe.com  **Position**: Software Engineer  **Reason for contacting**: He has extensive experience in designing and implementing high-performance backend & API systems, as well as cutting-edge batch & streaming data processing. I hope to learn about her career path, get insights on the day-to-day work at Stripe, and seek advice on how to best prepare for a role at Stripe  **Information to Obtain:** Detailed information about the team's projects, challenges, and tips for a successful application to Stripe.   1. Emilie Schwartz   **Email**: eschwartz@stripe.com  **Position**: Senior Technical Recruiter  **Reason for contacting**: To inquire about current and upcoming opportunities at Stripe, understand the recruitment process, and receive guidance on how to strengthen my application to align with Stripe's hiring criteria.  **Information to Obtain:** Insights into the team culture, recruitment process, and key qualities of successful candidates.   1. Arash Rai   **Email**: rarash@stripe.com  **Position**: ML Engineer  **Reason for contacting**: To gain insights into the technical challenges and projects at Stripe, learn about the working environment, and seek advice on how to prepare for a technical role in machine learning within the company.  **Information to Obtain:** Informational interview about his experiences, the team dynamics, and the skills that Stripe values most. | **/4** |
| **WHEN?**  What is your timeline? When are you going to make contact? | Below is the estimated timeline and approach to networking while continuously improving my professional profile and skills.  **Week 1: Preparation and Profile Updates**   * Update and enhance my LinkedIn profile to reflect my interest in fintech and highlight relevant skills and experiences. * Research the contact person in the network to understand their roles and backgrounds. * Prepare personalized messages for each contact.   **Week 2: Initial Outreach**   * Send LinkedIn connection request with a personalized message to the above network contact one by one. * Continue enhancing skills relevant to Stripe’s projects, such as advanced ML techniques or new payment processing technologies. And obtain the related certification   **Week 3: Follow-Up**   * Follow up with the contacted person via email if no response is received on LinkedIn. * Continue working on skill upgrades, completing any relevant online courses or projects.   **Week 4: Scheduling Informational Interviews**   * Schedule and conduct informational interviews based on the responses received from Edwin Zhang, Emilie Schwartz, and Arash Rai. Prepare questions and topics for discussion to maximize the value of each conversation. Continue networking and skill development activities. | **/2** |
| **WHAT?**  How are you going to make contact? Using what type of media (I.e., LinkedIn message, cold call etc.). Please include your message here (what you plan to say to all three contacts). | I will contact using LinkedIn message followed by email if necessary.   1. Message to Edwin Zhang   Hi Edwin,  I hope you are doing well!  My name Shreejana Shrestha, and I am a software developer with a keen interest in fintech. I am particularly inspired by the innovative work being done at Stripe and would love to connect with you to learn more about your experiences.  Would you be open to a brief conversation to share your experiences at Stripe and any advice you might have for someone looking to join the software engineering team? I am eager to understand more about the technical challenges and projects you are working on.  Thank you for considering my request. I look forward to the possibility of connecting with you.  Thank you!   1. Message to Emilie Schwartz   Hi Emilie,  I hope this message finds you well. My name is Shreejana, and I am a software developer with a strong background in computer science and web development. I am reaching out to connect with you because I am very interested in joining Stripe and would love to learn more about the recruitment process.  Would you be open to a brief conversation to share insights into Stripe's hiring process and any advice you might have for someone looking to apply? I am eager to understand more about the key qualities Stripe looks for in candidates and how I can best position myself for opportunities.  Thank you for considering my request. I look forward to the possibility of connecting with you.  Best regards,  Shreejana Shrestha   1. Message to Arash Rai   Hi Arash,  I hope this message finds you well. My name is Shreejana, and I am a software developer with a strong background in computer science and web development. I am reaching out to connect with you because I am very interested in the innovative work Stripe is doing in the fintech space, particularly in machine learning.  Would you be open to a brief conversation to share your journey and any advice for someone looking to join the ML team at Stripe? I am eager to understand more about the technical challenges and projects you are working on.  Thank you for considering my request. I look forward to the possibility of connecting with you.  Best regards,  Shreejana | **/3** |
| **LinkedIn Profile**  After reviewing your LinkedIn profile according to the checklist, what updates do you need to make and why, and by when? | There are few of the major points that I have listed out after reviewing my LinkedIn profile.   1. **Profile Photo:** Update with a professional, high-quality photo. 2. **Brand Statement:** Make it more specific and aligned with my career goals. 3. **Summary:** Rewrite to include recent projects, skills, and my career aspirations in the fintech industry. 4. **Experience:** Ensure all roles have detailed descriptions, highlighting relevant achievements and skills. 5. **Skills & Endorsements:** Update skills to reflect those most relevant to the fintech industry and seek endorsements from colleagues. 6. **Recommendations:** Request recommendations from previous supervisors or colleagues to bolster credibility. | **/2** |
| **TOTAL** |  | **/15** |

***Please note: This is an individual activity and reflects an individual job search plan. It is expected that all students take the necessary steps to complete the work according to Lambton College’s policy related to Academic Integrity. No two plans should be the same.***