

Build your Brand

Career Goals

Visit our website



Remember that with our courses, you're not alone! You can contact an expert code reviewer to get support on any aspect of your course.

The best way to get help is to log in to Discord at https://discord.com/invite/hyperdev where our specialist team is ready to support you.

Our team is happy to offer you support that is tailored to your individual career or education needs. Do not hesitate to ask a question or for additional support!



Introduction

WELCOME TO THE FIRST BUILD YOUR BRAND TASK, SETTING CAREER GOALS!

Before you start searching for jobs, you need to start thinking about your career goals and how each opportunity can contribute to your growth towards achieving these goals.

In order to meet your needs and aspirations, and achieve job satisfaction, it is important to find work that aligns with your dreams, interests, lifestyle, and what you enjoy doing. Career goals do not necessarily have to be job related, but they can be linked to short-term objectives to achieve longer-term career goals.

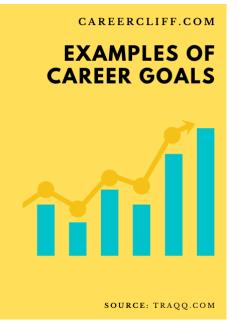
Here are some short-term and long-term career goal examples:

SHORT-TERM CAREER GOAL EXAMPLES

- 1. Improving Networking and Presentation Skills
- 2. Learning New Skills
- 3. Gaining Experience at a Reputable Company
- 4. Becoming a Business Owner
- **5. Researching How Other Departments Work**
- 6. Establishing a Personal Brand
- 7. Becoming Better at Time Management

LONG-TERM CAREER GOAL EXAMPLES

- 1. Earning a Professional Degree or Certificate
- 2. Securing a Managerial Position
- 3. Becoming a Mentor
- 4. Changing Your Job
- **5. Getting Hired by Your Dream Company**
- 6. Winning an Industry Award



(Image Source: **Careercliff.com**)

When determining your career path through setting short and long-term goals, you must first understand the stepping stones that you need to take in order to reach these goals.

The steps you would normally take are:

- List and describe your current skill set strengths, weaknesses, experience, and education.
- Identify possible avenues or career paths to learn or acquire skills that are important to you e.g. to learn presentation skills, pick up an additional

- coding language, take on a part-time role to earn additional income, or mentor school learners in learning coding skills.
- Research your selected career options and the pros and cons of each.
- Identify your short-term goals. These include all skills, experience, and accomplishments achievable in 1 to 5 years to help you reach your long-term career objectives. Consider the avenues that you have identified that can be taken to acquire new skills or develop your current skills.
- Identify your long-term career goals. These are your vision and mission statements for the future state of your career. Also, consider some mid-term goals here. Other than the skills that you need to develop to achieve your goals, what else would you need to happen before you reach these long-term goals?

Career aspirations examples for Software Engineers, Data Scientists, and Web Developers

Short-term goals:

- Complete a coding bootcamp to learn the fundamental technical skills to enter a new career path
- Deepen knowledge of additional programming languages, techniques, and frameworks
- Complete a coding project from start to finish using the technologies common in industry today
- Get a job in the tech industry

Long-term goals:

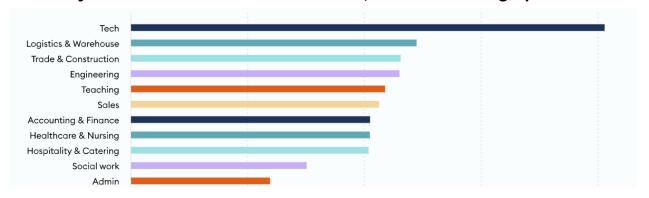
- Become a team lead in the next few years, managing and solving complex problems
- Obtain a Master's degree in software engineering in the next four years
- Earn a promotion to senior developer within 3 to 5 years
- Establish my own business that launches tech products
- Move to a consulting software development / data science / web developer role, having more mastery of my time and earning higher overall as a day rate consultant

TECH JOB OPPORTUNITIES IN THE UK

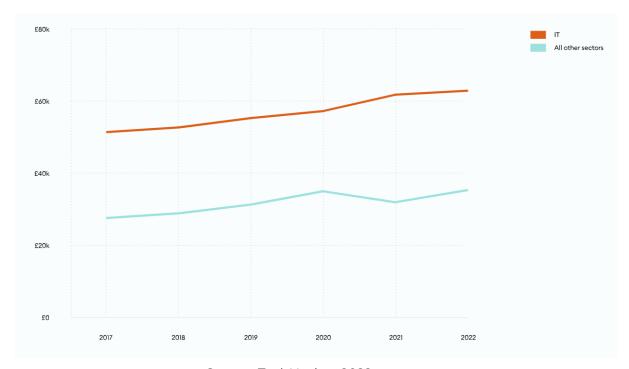
It has never been a better time to search for tech jobs in the UK, <u>Tech Nation UK's</u> **2022 report** found that:

- Tech salaries are on average nearly **80% higher** than salaries for non-tech jobs in the UK, with an average earning of £62k
- Tech is the industry with the **largest number of open roles** across the UK. More than 2 million tech vacancies were advertised over the last year, more than any other area of the UK labour market
- The unemployment rate across the UK is one of the lowest it's been in history, which means in general job seekers have **more negotiating power** and leverage, and more companies are on the lookout for all types of talent, especially in tech
- 64% of surveyed tech workers believe that their **tech skills offer job security**
- A high demand for senior roles means there are ample opportunities for **career progression** in the tech industry
- The majority of tech workers report **flexible** and **positive working environments**, with a resounding 85% reporting they receive the right level of support to balance their home and work life.
- The need for tech skills and the number of roles advertised reflecting this is only growing

Over 2 million open positions in tech were advertised over the last year, more than any other area of the UK labour market, as shown in the graph below



On average, across the UK, tech jobs pay 80% higher than non tech jobs, and this gap has been rising faster in recent years as shown in the graph below



Source: TechNation, 2022.

Career Goals as part of your Department for Education funded bootcamp

If you are undertaking a fully funded bootcamp with a scholarship funded by the Department for Education, it is essential that you start preparing for your job search now. You will be guided through planning applications for job opportunities as part of your bootcamp. You must ensure you are spending a minimum of **5** hours per week from this point on in your bootcamp preparing for and submitting applications for a new role in tech. In addition, you'll be asked to consider the possibility of moving into a self-employed role, as a consultant software developer, data scientist, or web developer. Consultants at mid to senior levels can earn more than £600 a day. You could also consider becoming an entrepreneur by starting your own tech company.

Ultimately, it is a requirement of this bootcamp that you be invited for an interview to **one or more** of the following **by March 10th 2023** (which will be just 3 to 4 months away from this task!):

- an apprenticeship programme (typically a 2-year salaried role) that utilises some of the knowledge obtained in your bootcamp
- a paid work opportunity for a duration of at least 12 weeks that utilises some of the knowledge obtained in your bootcamp
- a full-time job that utilises some of the knowledge obtained in your bootcamp and is with your current employer or a new employer

An **additional requirement** is to consider how the new skills that you will learn in your bootcamp could be applied to new opportunities or contracts as a self-employed contract developer or entrepreneur. You will show the opportunities you have considered by writing a short description of your idea or potential contracts. We will guide you through writing a description later in this task.

As soon as you achieve an invitation to a job or apprenticeship interview, please fill out **this form before attending the interview**.

As part of your career transition and taking this bootcamp, it is important you keep an open mind by seeking out and attending interviews for opportunities you may ultimately decide not to take on. This will help you build confidence as you practise your interview skills. It will also allow you to engage with employers to understand what opportunities may be out there - you may be surprised to find paths you may not have otherwise considered.

Our career services team will also be in touch as you progress through your bootcamp to suggest job opportunities and introduce you to our employer partners. However, it is critical you are self-directed in your search and not reliant on our career services team - be proactive!

Career Goals as part of your Department for Education funded bootcamp - after achieving your first interview

Within approximately **6 months** from the end date of your bootcamp - which is set as the **1st August 2023** - you will be required to show one or more of the following:

- an offer of a new job that utilises part or all of the skills acquired in your bootcamp. You don't need to accept the offer to fulfil this requirement, and it can be an apprenticeship role
- new contracts or opportunities you obtained that utilise the new skills acquired through the bootcamp, which may include self-employed contract work or starting your own company

We'll share more information as you progress through the bootcamp on how to submit proof of achieving this first job offer or new contract.

We know these timelines and requirements may seem daunting now, but as you have seen earlier in this task, there has never been a better time to get into the tech world in the UK than right now. You've gone through an intensive process to be on this bootcamp and we know that with our help and your own determination, you can achieve your first invitation to an interview by **10th March 2023** and your first offer for a new tech job, apprenticeship, or work contract by **1st August 2023**.

TECH ENTREPRENEURS WHO CHANGED THE WORLD

Part of this task is considering paths to become self employed, which may include starting your own tech company - one of the most impactful things you could do with the skills learnt on this bootcamp. Since the 1980s, with the dawn of the Internet and the personal computer, society has moved increasingly into a technological age. In the coming decades, technology will continue to change the face of every industry, evolving at a faster pace than at any previous time in history.

The way in which the Internet and computer age has enabled growth at an ever-increasing pace offers incredible opportunities to people who understand tech and can dream big. Some outstanding technology entrepreneurs have emerged, including **Bill Gates, Mark Zuckerberg, Steve Jobs, Sergey Brin, Larry Page**, and others.

These digital entrepreneurs were able to create their legacies by combining their technological prowess with effective collaboration with top management executives.

Might you be the next Zuckerberg or Jobs? Get inspired! Read more about some of the most successful entrepreneurs within the tech industry, and start thinking about what you could do to apply your new skills after your bootcamp.

- <u>5 Remarkable Tech Entrepreneurs You Must Know</u>
- 8 Tech Entrepreneurs Who Changed Silicon Valley Forever

WORKING FOR YOURSELF!

Working for yourself can be both empowering and powerful. Consider some ideas for self-employment and freelance opportunities.

Software developer

You could offer to create software for individuals and businesses to meet specific needs and business objectives.

Data scientist

You could build data-based solutions for businesses to improve their processes and strategic decision making.

• Web developer

As an independent web developer you could offer an hourly rate or set packages for creating or maintaining websites for businesses.

Consultant

If coding as a free agent is not something you are interested in but you have the experience and credentials then an alternative could be consulting as a subject matter expert.

• Educator or trainer

Platforms such as Teachable, Skillshare, and Udemy let you post your expertise to their platform. Think of designing a Masterclass or organising coding webinars where you teach others what you have learned. You could also go into the field of Learning and Development, working to upskill others in tech, or work in an NGO that focuses on tech education.

• Technical writer

If teaching others proves a little too intimidating for you, then as a subject matter expert you could also consider providing your services as a technical writer to an EdTech company or the skills development department of an IT corporation.

Starting your own business venture:

Other Tech Business Ideas to generate self employment and revenue:

- o 22 Best Online Business Ideas to Start in 2022
- 25 Tech Business Ideas for 2022
- o 50 High Tech Business Ideas You Can Start Small

• Freelance coding or programming:

Freelance programming is just one of the many career opportunities available in the expanding field of programming, which is perfect for those who enjoy working with computers and software. Programmers can have a rewarding career as freelancers if they have the technical know-how to code projects and the managerial ability to handle clients.

Contracting your coding and application development expertise to numerous clients is a component of freelance programming. Freelance programmers are self-employed, which means they are responsible for doing their own taxes, client selection, work scheduling, and workspace management.

You can create code as a freelance programmer for websites, programs, mobile apps, and any other kind of computing application. You engage in customer communication to ascertain their demands before finishing the entire programming assignment.

Some programmers maintain full-time programming employment while working part-time on freelancing jobs. Others work as independent contractors and rely on the sale of their coding expertise. Freelance programmers can choose how many hours per week they wish to spend working as independent contractors because they have complete control over the assignments they accept. Responsibilities of a freelance coder can span marketing, contracting, coding, testing, and software or platform maintenance.

Whichever direction you might decide to go, to enhance both your freelance career and your industry employability, make sure to keep your profile up to date and relevant with your latest coding projects. Your portfolio gives potential clients and/or employers an idea of the results they can expect from you. An extensive portfolio demonstrates to people that you are someone they should consider hiring, whether as a permanent employee or in the role of an independent professional. Save all your coding projects as you move through this Bootcamp, and in a later Build Your Brand task we will walk you through setting up a portfolio using Github, which will assist you to store and share your work.

PROGRESSING YOUR CAREER THROUGH PAID APPRENTICESHIPS

An excellent pathway into your new tech career might be through a paid apprenticeship. The **Apprenticeship Levy** has meant a large number of employers are viewing apprenticeships as a very effective way of hiring new staff into teams at various levels within their organisations and providing a structured ongoing learning programme to further develop your skills in your new chosen career pathway, while you immediately contribute to your new employers success.

On completion of your digital skills bootcamp, you will have a select set of skills in high demand and furthering your skills and knowledge development of the industry through an apprenticeship could be a great opportunity to move right into a tech career with ongoing support and learning while on the job. It allows you to build a positive relationship with a company, gain valuable experience, and get paid while doing it.

Use **this link** to explore the multitude of technology apprenticeships currently available all over the UK.

Applying for an Apprenticeship

There are hundreds of different apprenticeships to choose from. To apply for one, you'll need to create an account on the **Find an Apprenticeship** service. You can also use this service to save any apprenticeships you like and want to apply for later. You can of course also apply directly via an employer's website.

HyperionDev also has a network of Apprenticeship providers who can also link you to a number of 'employment through apprenticeship' opportunities. We strongly suggest you apply for a few apprenticeships at a time – this increases your chances and means you aren't waiting for a response from one employer.

GUIDE TO USING LINKEDIN TO SEARCH FOR JOBS

In one of the Compulsory Tasks you'll do at the end of this document, you will need to search for relevant jobs on LinkedIn and find the contact details of people involved in hiring for these jobs, so here we're going to look in some detail at how to do that. You should be able to view data on LinkedIn without being logged in or having your own profile. However, if you need to log in and don't have a LinkedIn account, just make one quickly for the purposes of this task. We'll walk you through customising your LinkedIn profile in a future task.

Consider LinkedIn as a search engine. You can use the LinkedIn search bar to find jobs, companies, people, and even groups that can greatly assist your search for a new role in tech. Making connections with employers and hiring managers can be a useful way of building your own tech recruitment network and gaining useful insights into the job market.

Before you start, you will need to download one of the following free email address extraction tools on your web browser. These tools provide free limited credits to view the email addresses of any profile on LinkedIn:

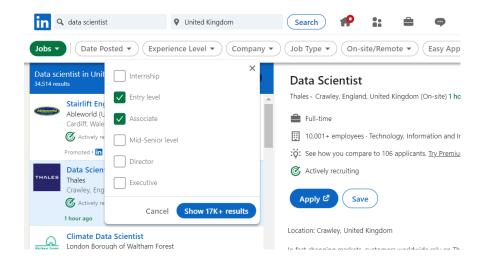
- GetProspect: https://getprospect.com/
- SalesQL: https://salesql.com/
- Getemail: https://getemail.io/
- Anymail Finder: https://anymailfinder.com/
- Snov.io: https://snov.io/

Now we'll walk you through how to get started with your job search.

• Check out LinkedIn's jobs section to find jobs in different niches.



• Search for a job using relevant keywords (e.g. data scientist) and click on the "All filters" option. Then, choose "Experience level: Entry Level & Associate" to get relevant entry-level jobs.



• Further, you can choose to select a number of filters to refine your search. Use the fields like Title, Locations, Date posted, Job Type, Easy Apply etc. to narrow down your search to the ideal role or employer for you.



 You can find jobs relevant to you by selecting the most relevant skill sets like Python Developer, iOS Developer, Android Developer, Data Architect etc. by typing the skills into the search bar. Here are some examples of role names specific to the skills taught in HyperionDev bootcamps:

• Data Science

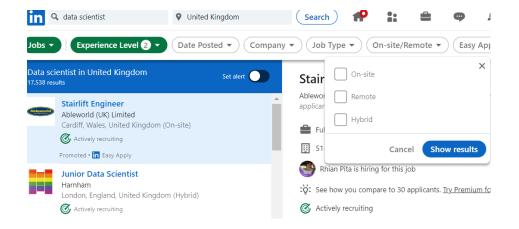
- Data architect
- Machine learning engineer
- Python Software Engineer
- Backend Developer
- Data analyst internship

Software Engineering

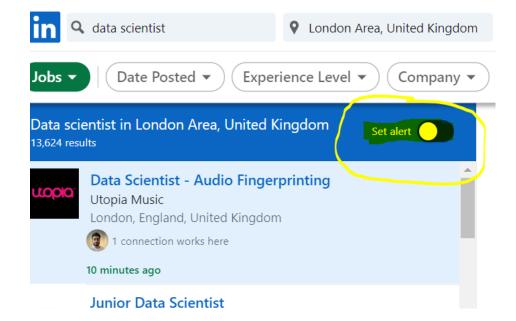
- Python Software Engineer
- Junior Software Developer
- Software Engineer
- Backend Developer
- Junior Database Developer

Web Developer

- Junior Web Developer
- Front-end Web Developer
- Graduate Web Developer
- Web Developer apprenticeship
- JavaScript Software Engineer
- Junior Software Engineer
- You can also select your preferences to filter jobs on the basis of work setup –
 onsite, remote, or hybrid. Remember, the more filters you have, the fewer
 opportunities you will see. Start with a wider search and then narrow it
 down.



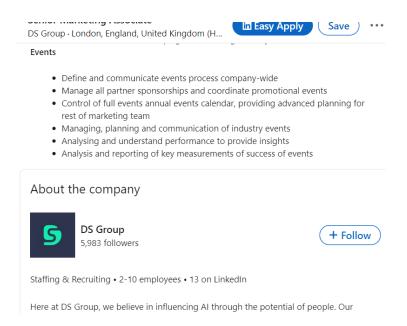
• You can also set Job Alerts to receive relevant jobs on your registered email address.



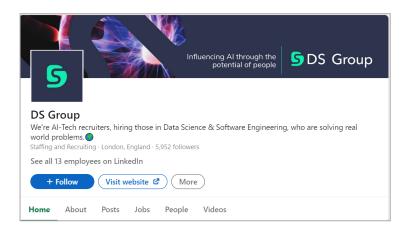
FINDING RECRUITER & HIRING MANAGER INFORMATION

Once you have found your preferred list of employers and roles, it's important to know who the relevant hiring contact(s) for the position are. To find the most appropriate contacts follow the steps outlined in the example below.

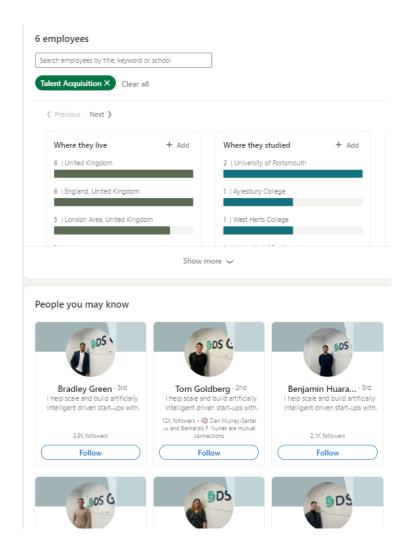
• On the job ad page in LinkedIn, scroll to the bottom of the job, and find and click on the company name.



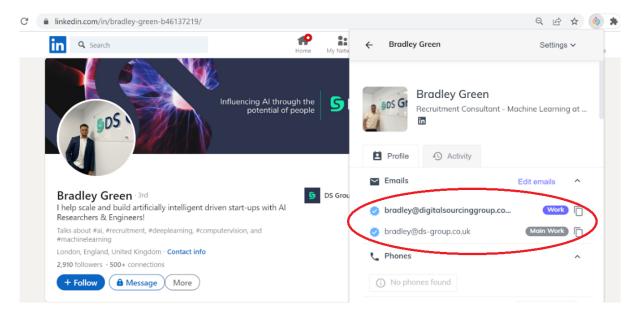
This will open the company page, as seen below:



• Click on the 'People' tab on the company page. The most relevant contact will likely depend on the size of the organisation. For larger companies it is likely to be someone in the Talent Acquisition team. In the case of startups, it will probably be the Founder or Head of HR.



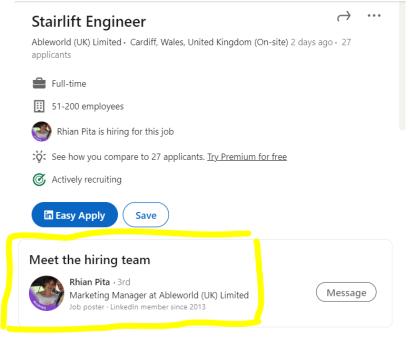
 Once you've found a likely contact, click on the relevant profile for the person for whom you want to extract an email address. Then, click on the email extraction tool extension and it will fetch you the email address of the chosen individual.



Note – Email extraction tools generally only provide a limited number of free credits so ensure you only select the ones you feel are the most appropriate contacts.

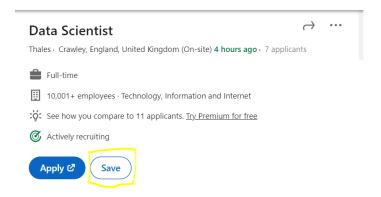
A few tips for you to **increase your reach**:

• If any job has a job poster, it should be visible on the job itself. You can send the poster a connection request or direct message them.



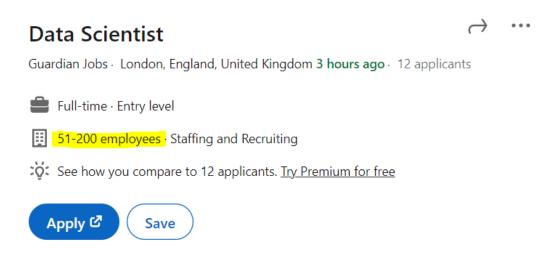
Ableworld is the largest Mobility and Stairlift retailer in the UK with 38 stores nationwide. We employ professional, caring and knowledgeable staff and provide quality mobility aids

 You can also save jobs for application at a later date. After a day, you will receive an email from LinkedIn on your registered email address to apply for the job you saved.



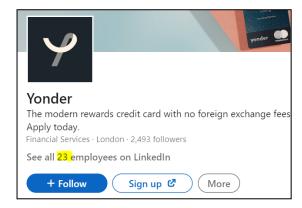
FINDING COMPANY SIZES

• The Compulsory Tasks at the end of this document require you to apply to companies of a range of types and sizes: tech scale-ups (up to about 100 employees), small companies (approximately 500 - 1000 employees), and large companies (1000+ employees). In order to determine company size, you can look for the number of employees on a LinkedIn job ad, as demonstrated below. This will also give you a sense of the size of business you'll be applying for and what your future team could look like.

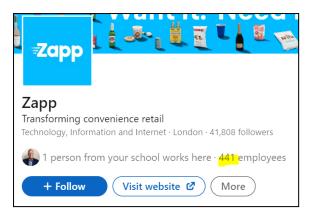


You can also search on LinkedIn for the company page, where the employee number is usually displayed. Here are some examples.

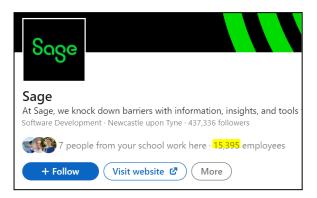
Tech Scale-up (up to 100 employees - a useful list to start with is **here**):



Small Company (500-1000 employees):



Large Company (1000+ employees):



And that's our simple guide to hunting down details of jobs, recruiter/hiring managers, and companies! Now let's get stuck into the Compulsory Tasks.

Compulsory Task 1

Career goals will look different for everyone due to personal aspirations, needs, values, and circumstances. It will be beneficial for you to do some research and think through your options in order to make an informed decision about your future career in tech and the opportunities opening up to you after doing your skills bootcamp!

Create a Google doc with a uniquely identifiable filename that includes your name and email address and a task identifier for this task (BYB1). For example, if your name was John Smith and your email address was john_smith@gmail.com, your filename would be John Smith - john_smith@gmail.com - BYB1. As you progress through the Compulsory

Tasks you will add your answers to this Google doc, which you will save as a PDF and upload to your Dropbox at the end of Compulsory Task 2.

- Imagine that you're the next Bill Gates or Mark Zuckerberg, and that you're going to start a tech business or grow your existing business (if you have one) to be wildly successful, the next tech unicorn! We'd like to know how you would practically apply your new learning from this bootcamp to acquire self-employment or entrepreneurial opportunities utilising the skills you will have acquired from the Bootcamp? When answering this question in your **BYB1** Google doc, make specific reference to the following points:
 - What skills and knowledge will you be utilising, which you will learn during the Bootcamp? As you're not yet very far through your Bootcamp, the bootcamp syllabus may assist you here (select the syllabus link appropriate to your own Bootcamp: <u>Software</u> <u>Engineering</u>, <u>Data Science</u>, <u>Web Development</u>).
 - o Explain (in approximately 200 400 words) the nature of the self-employment or entrepreneurial opportunity you have thought of, and the objectives that you would like to achieve (give specific examples of projects, freelance work, entrepreneurial opportunities, etc in which you will apply the skills you acquired in the bootcamp you are taking with HyperionDev). The nature of the fully funded place you have on this boot camp requires that you think seriously about work opportunities beyond regular full-time jobs, due to the massive tech skills shortage in the UK and also how these type of self-employment opportunities can actually get you earning more, even if they may not be your first type of work in tech after the bootcamp. It is important that you try to show how the skills you learn in this bootcamp will potentially be applied to acquire new self employment opportunities/contracts, so it is worth taking the time to really think hard about what you want to say, and communicate it clearly.

Here are some examples of how you could start off (use your own ideas and your own words when you write yours):

"I am taking the Software Engineering Bootcamp which teaches the popular and powerful programming language Python, which has been used to build the products behind large tech companies such as the dating app Bumble or YouTube (acquired by Google/Alphabet). Knowing Python would allow me to take on contract Python developer roles such as ones I found on <u>Indeed</u> where I see consultant opportunities at £500/day and higher. Prior to taking this bootcamp and learning Python, I would not have been able to take on such contracts"

- "I am taking the Web Development Bootcamp where I will learn HTML, CSS, JavaScript, Node.js and React.js. I have an idea to build a tech service that helps connect handymen, electricians, and plumbers to people who need their services in the London area. This type of 'marketplace' tech server can be built using the skills I've learned during my bootcamp. I think it could grow into a large company that employs many people in the UK based on the success and size of more traditional companies such as **Plimlico Plumbers** which generates over £40 million a year. The opportunity to bring tech to this market may allow me to build a new UK business!"
- "I am taking the Data Science Bootcamp where I will learn to leverage Python to visualise and analyse data, and build machine learning models. My idea is to become a self-employed consultant that builds analytics dashboards and predictive models for small to medium companies that do not have the in-house skills to visualise and analyse their data effectively. A survey by Pwc reported that data-driven companies were three times as likely to report improvements in strategic decisions. "

Compulsory Task 2

Although founding your own tech start-up or contracting on a day rate for others would be very exciting, working for an existing company is also a valid option. Give some thought to where you would like to work if you were working for someone else in a new tech role, either for a technology company or within a tech team. What sort of roles might you like to apply for and what sort of companies might you want to work for?

• In this task, you are going to search for and tell us about 5 jobs that would be appropriate for you to apply for, given the skills you're learning in your bootcamp. This might seem a bit overwhelming at first - what sort of roles should you go for? We've included a few examples of appropriate beginner tech roles in the UK that are relevant to each of the HyperionDev Skills Bootcamps below. Have a look at these first, and then move onto the next instruction.

Data Science Bootcamp

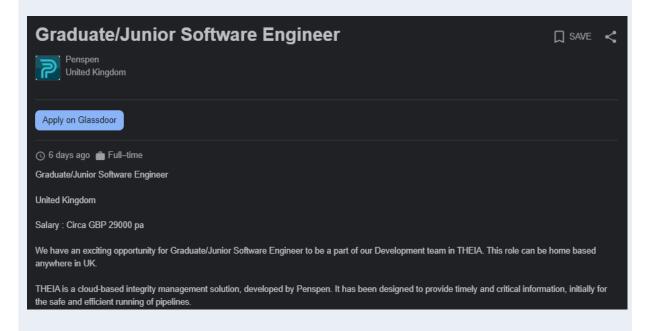
Keep your eyes peeled for opportunities just like this if you're an aspiring Data Scientist:

Junior Data Scientist - GBP 60000 - London (Hybrid) © London Posted 24 days ago £50000 - £60000 per annum + Benefits Keywords: Junior Data Scientist, Data Scientist, Python, NumPy, Pandas, Scikit-Learn, Machine Learning, Statistics, Excel, VBA, Quantitative, Data Science, Random Forests, Decision Trees. Junior Data Scientist - £60,000 - London (Hybrid) They are now looking for an outstanding Junior Data Scientist with an entrepreneurial mindset who can think outside the box and work creatively. * Analysing trade, process, and emotional data to identify investors' historical investment decisions and identify behavioural patterns and the root causes of such behaviour * Explore new data sets and new analytical approaches we can use to help our

Software Engineering Bootcamp

Check out this Software Engineering opportunity; you can find others just like it on LinkedIn, Indeed, Glassdoor and other job search sites:

clients identify the root causes of irrational behaviour * Proficiency in Python and data sci



Web Development Bootcamp

Similarly, here's an example of an entry level front-end developer role, which is a type of web development role:

Junior Frontend Developer
Are you a junior frontend developer looking for a new challenge? Role: Junior Frontend Developer You will be involved in a tight knit development team built around some exceptionally talented developers creating cutting edge technology.
<u>less</u> Stack Developer in developing new features, functionality and web content on internal and external systems

Apprenticeships

Remember the useful link we provided earlier to **find apprenticeships near you** in the UK. Apprenticeships can also be found via a number of regular job search sites, and are a great way to kickstart your career as you will earn a salary while continuing to learn valuable skills. Here are some examples of some apprenticeships that would be at the right level for graduates of our respective Skills Bootcamps:

Web Developer Apprentice

Vacancy Overview

An opportunity for somebody to join our team of developers in a fast-paced environment. You will be working on real-time projects across the business.

Working Week

Monday to Friday 9 - 5.30

Detailed Job Description

Some day-to-day duties include but not limited to;

- · Production of html emails as briefed by web team
- Creation of social media assets as briefed by web team
- · Ad hoc support to web team as required

Skills Required

An understanding of HTML and CSS would be beneficial as well as Web development frameworks. You should be passionate about web development and have the desire to learn and grow.

Software Development Engineer Apprentice		
Apprenticeship Reference:	734902255-2	
Location:	London	
Apprentice Pay:	£33,000	
Apprenticeship Sector:	Civil Engineering, Information Technology, Project Management	
Apprenticeship Type:	Permanent	
A typical day Respond to queries via	a work approved tools (email, Slack, Excel, etc)	
	r immediate team for questions and concerns; connect with your navigator (buddy) to answer questions	
•	de to learn and apply basic software engineering concepts like thms, and code composition	
 Learn on the job to pa requirements 	rticipate in projects, implementing and executing technical	
 Understand the basic 	business reasons for a given feature or project	

Understand the major components of a team's design by asking questions of teammates
 Expand your skills in developing high quality, distributed, and scalable software
 Provide quality implementation and testing of a component or feature with peer and

Management Consultancy & Data Science Apprentice

manager support

£24,000 per annum

As a **trainee data scientist** and management consultant, you will work on a variety of projects and deliver advanced **data** analytics and **data science** as well as wider project roles working within small multi-disciplinary consultancy teams to improve business performance and efficiency for our clients - We are establishing this new **apprenticeship** as a great opportunity to kickstart a career in **data** and management consultancy with no prior experience necessary. * You will have a desire to develop your numeracy skills further, with a desire build advanced knowledge of **data science** and analytics

Are you ready to dive into the world of job-hunting yourself? Let's do it!

- Find 5 suitable junior tech roles currently being advertised, ensuring you consider a range of employers large (1000+ employees) and small (500-100 employees) companies as well as tech scale-ups (up to 100 employees), paid internships and apprenticeships, or companies that source, hire, and train (SHT is the keyword often used in job ads these companies hire talent with the intention of providing extra training to ensure the employee can hit the ground running).
- For each of these, identify the recruiting/hiring managers (possibly the Talent or HR people at each company), their contact details (email and phone number), and their LinkedIn profile URL. Ensure you **find email**



<u>addresses</u> for <u>at least 2</u> of the identified contacts, and <u>LinkedIn profile</u> <u>links for all contacts</u>. At this early stage, all you need to do is gather and submit the data; in later tasks, when you identify opportunities you will also actually submit job applications to them!

- Fill in the details of the contact people you have identified into **this form**. Take screenshots of the form showing all the data you have filled in, and paste them into the Google doc you created in Compulsory Task 1 so that the mentor marking your work can see that you have completed this part of the task.
- Ensure your document contains the answers to both Compulsory Task 1 (your answer to the entrepreneurial opportunities question) and Compulsory Task 2 (screenshots of your completed form), and then save your Google doc as a PDF (using menu options File -> Download -> PDF) and upload the PDF file to your Dropbox under the relevant Task folder.
- Our Career Services team will review your data and determine whether we
 have an existing relationship with the relevant companies, and if not, reach
 out to them ourselves to begin establishing a relationship that will support
 your potential application to those companies at a later stage. Having a
 broad range of companies to contact enables our team to increase the
 diversity of our employer network, benefitting all students.



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Think that the content of this task, or this course as a whole, can be improved, or think we've done a good job?

Click here to share your thoughts anonymously.

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