

Prifysgol Cymru
Y Drindod Dewi Sant
University of Wales
Trinity Saint David

CAREERS SERVICE

careers@uwtsd.ac.uk
www.uwtsd.ac.uk/careers

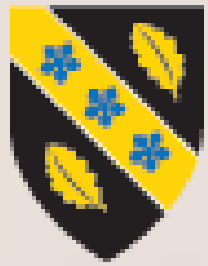




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London Careers Service

Careers Adviser: Maristela Parfitt



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A hand holding a smartphone displaying a career-related app interface. The interface has a white background with blue circular icons and text. The visible text on the screen includes 'Jobs', 'Events', and 'Appointments'. A large white rectangular box with a black border is overlaid on the screen, containing the text 'MyCareer' in a large, bold, black sans-serif font.

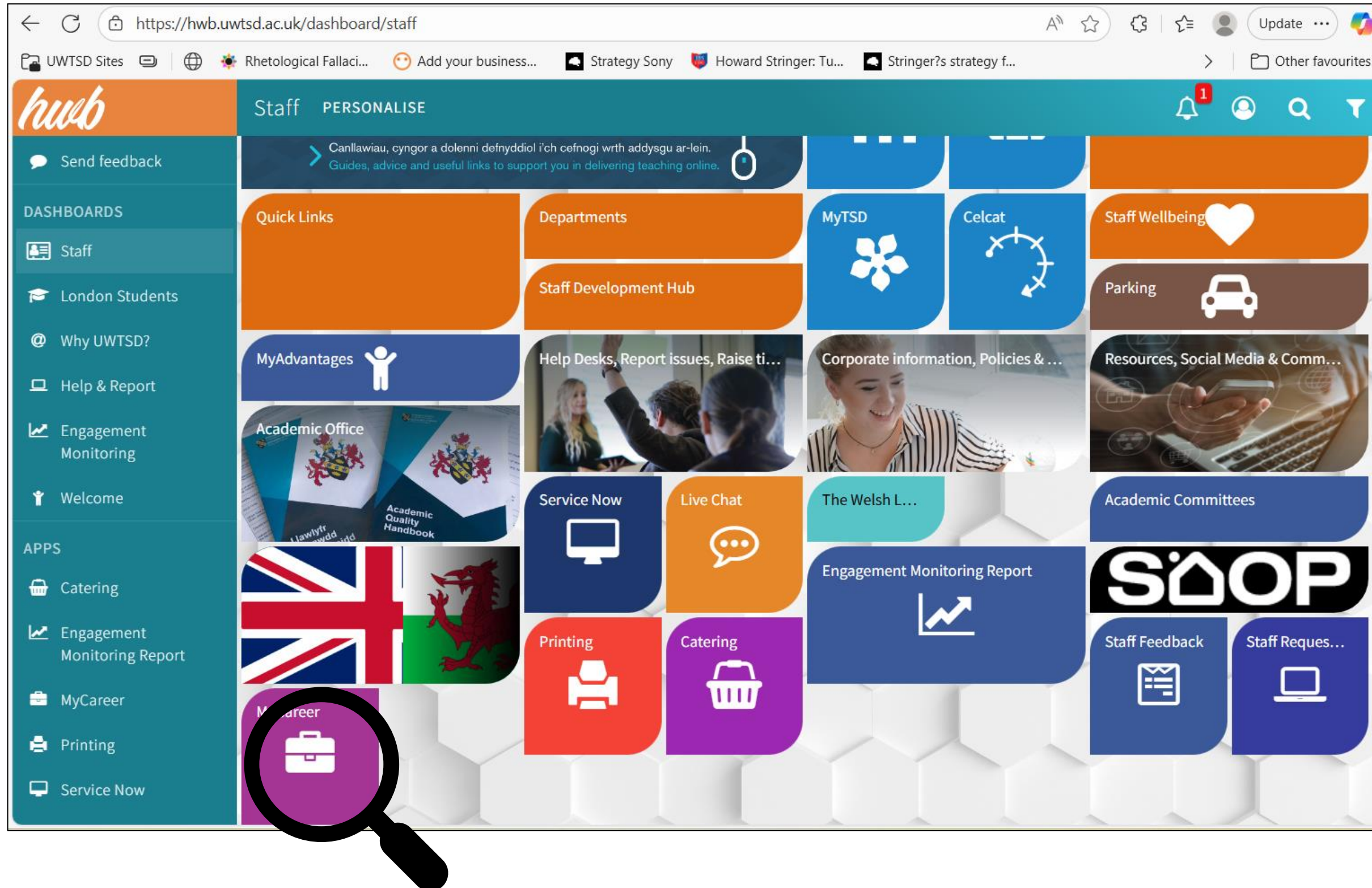
MyCareer

WHAT IS IT & WHY USE IT?



- MyCareer is a Careers platform available to **all** UWTSD students & staff
- Can help with everything from career planning to interview preparation
- CV builder & cover letter generator, and AI-driven video interview practice
- Info on jobs, interview techniques, question types, tests etc.
- Very useful resource

Accessing MyCareer – via the Hwb



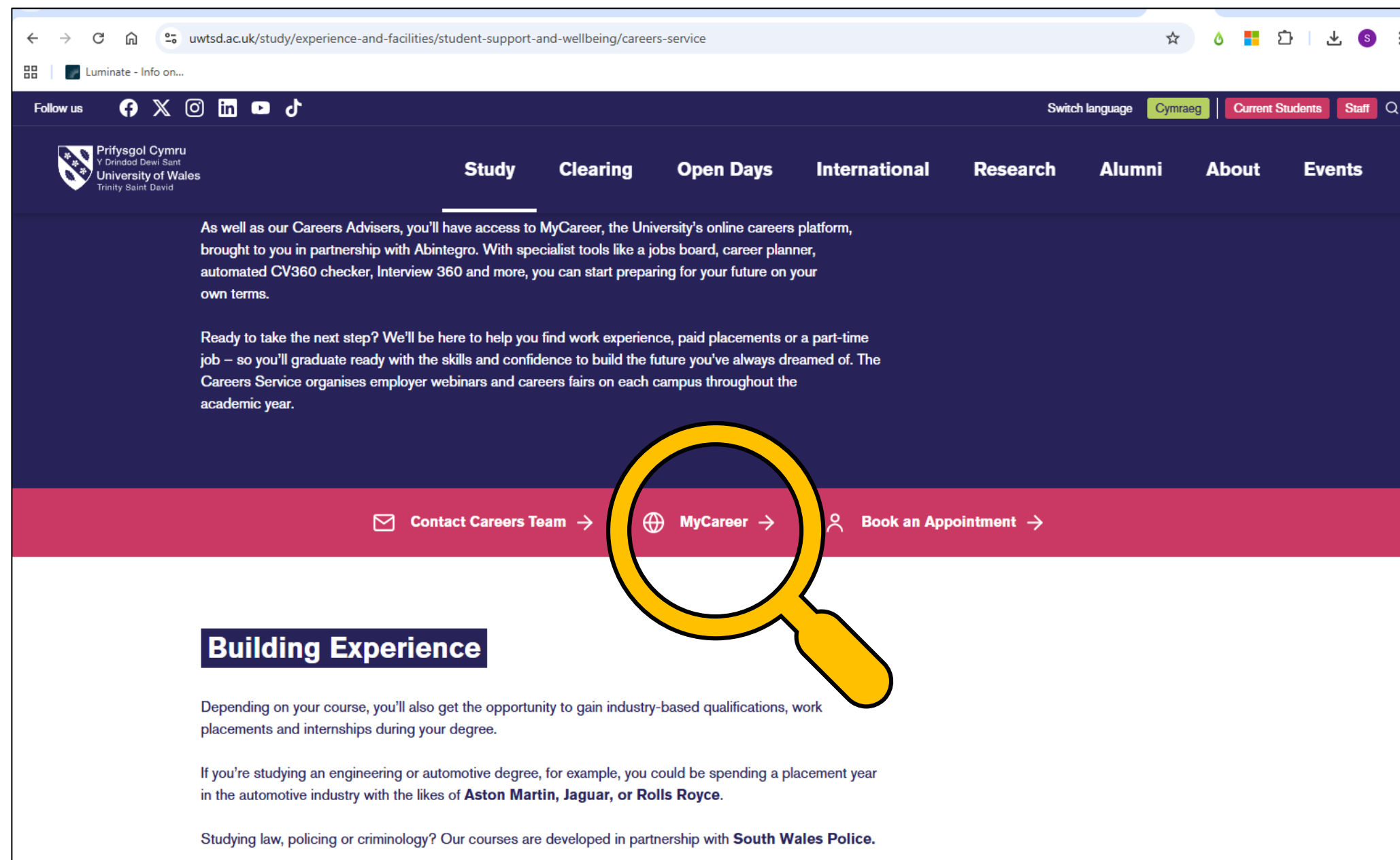
Accessing MyCareer – via the Careers page

Getting
started



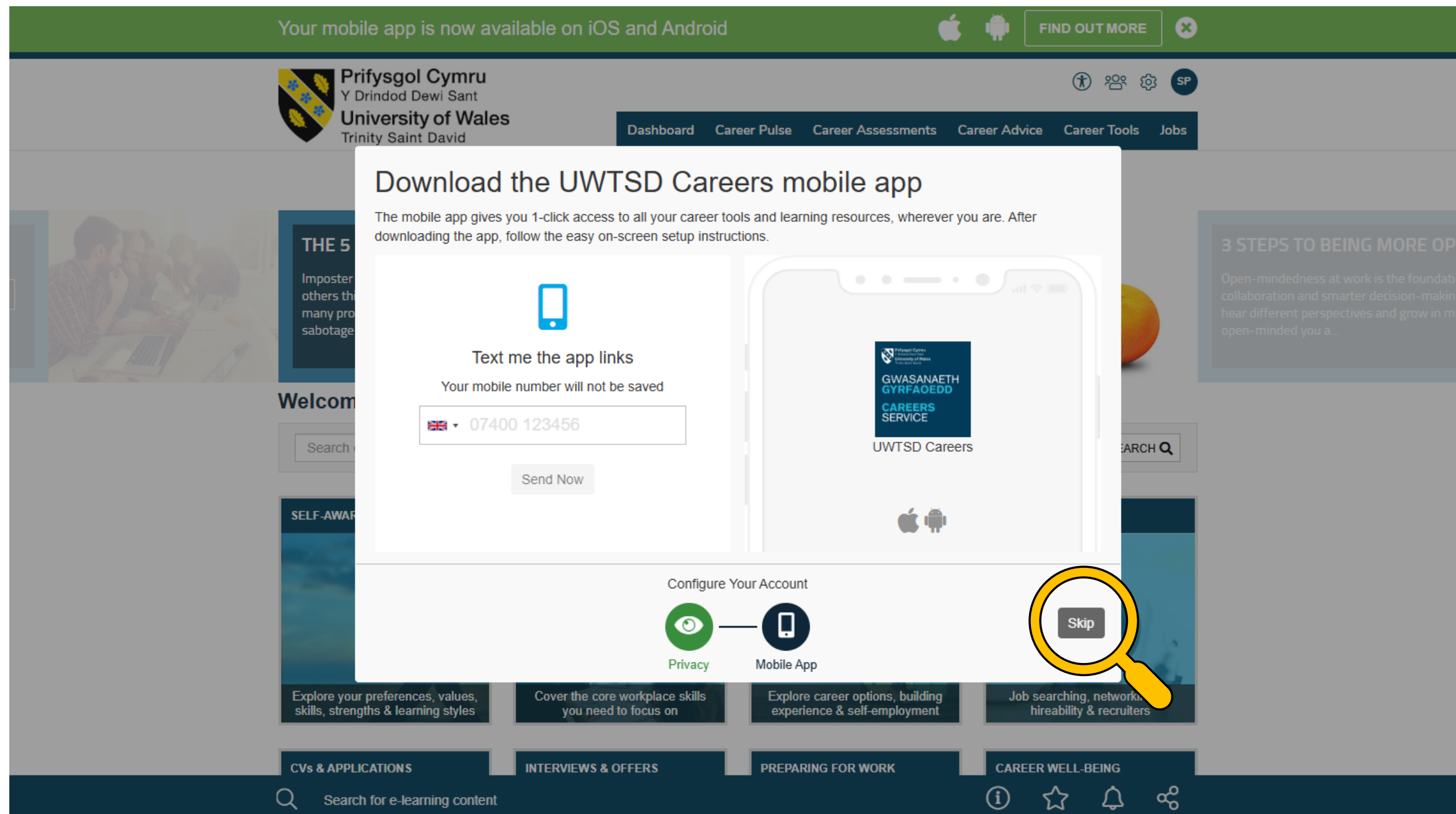
2. Scroll down to MyCareer

Getting started



3. UWTSD Careers App - Skip

Getting started



4. Careers Pulse: How employable are you?

Getting started

The screenshot shows the 'Careers Pulse' section of the University of Wales website. The header includes the university's name in Welsh and English, and a navigation menu with links to Dashboard, Career Pulse, Career Assessments, Career Advice, Career Tools, and Jobs. A yellow magnifying glass highlights the 'Career Pulse' link. Below the header, there are three main sections: 'THE 5 STAGES OF CAREER MANAGEMENT' with a 'LAUNCH' button, 'WHAT YOU CAN DO BESIDES A CV A...', and a search bar. The main content area features eight tiles for different career topics: SELF-AWARENESS, WORKPLACE SKILLS, CAREER POSSIBILITIES, HUNTING FOR JOBS, CVs & APPLICATIONS, INTERVIEWS & OFFERS, PREPARING FOR WORK, and CAREER WELL-BEING. Each tile has a brief description of the content.

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Dashboard Career Pulse Career Assessments Career Advice Career Tools Jobs

THE 5 STAGES OF CAREER MANAGEMENT
To achieve your career goals you'll have to consciously plan and manage your career journey every step of the way. This course looks at the five key steps you need to take when you're in work to successfully manage your career.
LAUNCH

WHAT YOU CAN DO BESIDES A CV A
CVs and cover letters are the obvious methods to apply for jobs. There are other ways to get yourself noticed by potential employers and recruiters. Here are some of the other options available.

Welcome Sholto

Search e-learning topics: try networking, strengths, interview... SEARCH

SELF-AWARENESS
Explore your preferences, values, skills, strengths & learning styles

WORKPLACE SKILLS
Cover the core workplace skills you need to focus on

CAREER POSSIBILITIES
Explore career options, building experience & self-employment

HUNTING FOR JOBS
Job searching, networking, e-hireability & recruiters

CVs & APPLICATIONS

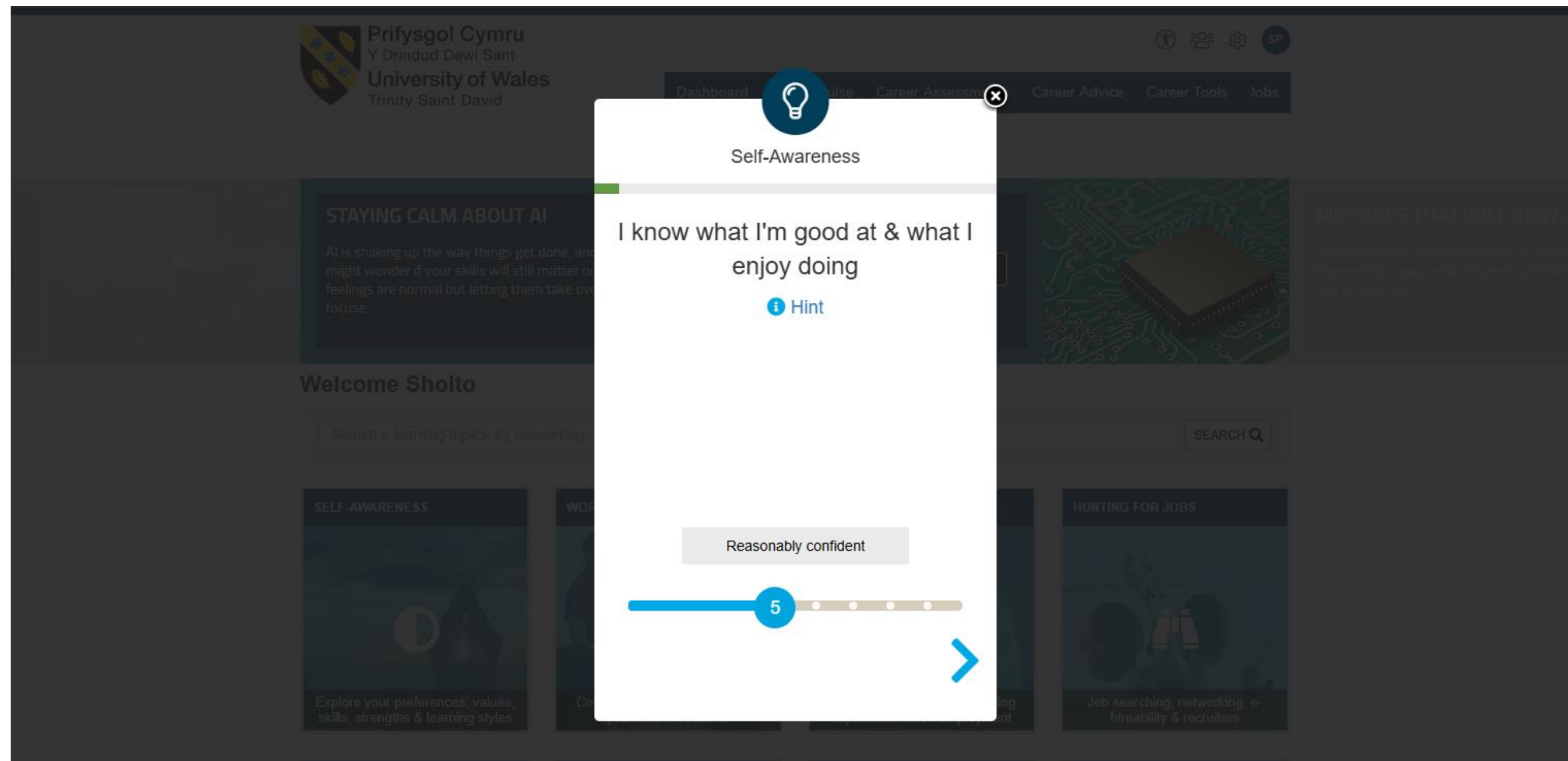
INTERVIEWS & OFFERS

PREPARING FOR WORK

CAREER WELL-BEING

5. Careers Pulse – Employability

Getting started



6. CV Builder

Getting started

The screenshot shows the University of Wales Career Centre website. The header includes the University of Wales logo and navigation links: Dashboard, Career Pulse, Career Assessments, Career Advice, Career Tools, and Jobs. A sidebar menu on the right lists various tools, with 'CV Builder' highlighted by a yellow circle and a magnifying glass. The main content area features a 'HOW TO MANAGE STRESS IN AN INTERVIEW' article and a 'Welcome Sholto' section with a search bar. The footer contains a search bar and social media icons.

uwtsd.careercentre.me/Members

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Dashboard Career Pulse Career Assessments Career Advice Career Tools Jobs

HOW TO MANAGE STRESS IN AN INTERVIEW
When you're in a job interview, it can both be exciting and nerve-wracking. If you're confident you're well-suited to the role, it can still be outside your comfort zone and a stressful experience. And while a certain amount of stress can help keep you focused, too much can be overwhelming. Here are some tips to help you manage stress during an interview.

CV360
Score your CV against 50+ checks

CV Builder
Create an expert CV based on employer requirements

Cover Letter Builder
Create a compelling cover letter quickly & easily

Elevator Pitch Builder
Create a 60-second summary about you to engage your listeners

Interview360
Practise your interview technique and get instant feedback

Assessment Centre Tool
Find out everything you need to know about assessment centres

Aptitude Tests
Practise numerical, verbal, logic, diagrammatic, critical thinking & e-tray tests

LinkedIn Networking Tool
Research companies by location & access LinkedIn profiles for employees

Intelligent Career Quiz
Assess if you are ready to begin developing your career

My Documents
Store your CVs, cover letters and other essential documents

BOOST YOUR SKILLS
Explore how to improve your working and management skills

Welcome Sholto
Search e-learning topics: try networking, strengths, interview...

SELF-AWARENESS

WORKPLACE SKILLS

Search for e-learning content

7. CV Builder

Getting started

WelcomeDetailsProfileEducationWorkSkillsInterestsReferencesOther

About You

First nameAlexander

Last NameFictional

Phone0796353360

EmailAlexanderfictional@gmail.com?

Address67 Barrett's Drive,
London
N5 6LH?

LinkedIn profile?

Save

Download

The content
of your CV:
What to include

TIP: your personal details should always be included on your CV. Providing the correct level of information shows professionalism. Including an online professional profile, such as, LinkedIn can be helpful to employers and recruiters.

CV Advice Centre: news, advice, help...

earch for e-learning content

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