Welcome to the second edition of the newsletter from the Office of Career Services (OCS) that highlights the efforts of the office in serving UMT participants and employers.

In this issue, the reader will find news about the OCS Career Portal (ready to be launched) as well as the operational guidelines for its users. During the last six months, the OCS Team has arranged several in-house recruitment drives, mock interviews and presentations by the company’s HR team to brief the students about their recruitment process.

In order to create awareness about the services of OCS among students, “Career Week” was celebrated in the campus with a blend of career focused activities. Moreover, “Media Career Day” was also organized that provided a platform of direct interaction to the students and Media HR representatives.

We hope that you will enjoy this edition and look forward to receive your valuable comments and suggestions.

Sana Tasleem

Office of Career Services Proudly Introduces
Upgraded Job Portal (http://career.umt.edu.pk)
UMT Job Portal is an online extension of our services that provides opportunity to employers and job seekers to hire the best and to be hired in the best organizations respectively.

**Students Corner**

[Flowchart showing steps for new and existing users to upload their CVs and search for jobs.]

**Employer Corner**

[Flowchart showing steps for new and existing users to add jobs and post them for consideration.]
On-Campus
Company’s Awareness Sessions

Madera Commodities Pvt. Limited
June 10, 2015
HR representatives of Madera Group of Companies visited UMT for talent hunt seminar. Madera Group has recently collaborated with an International Venture Capitalist Fund. The Group is now out on a talent hunt for young individuals to partner with them and take their mobile apps or web projects to international levels.
With this in view, they conducted a seminar with final year BSc Computer Science Students. A total of 29 students participated in this activity. Company representatives discussed their projects and collected student profiles.

Care Foundation
April 2, 2015
Care Foundation is a welfare trust that aims to provide quality education to the underprivileged children of Pakistan. They are currently educating 175,000 children and managing over 257 schools. Representatives of Care Foundation made a presentation to the BBA (HR, Marketing, and Supply Chain) students. The agenda of the presentation was to create organizational awareness among the students and make recruitment for the summer internship program from June 1 till August 5, 2015. The CARE Team prepares an extensive curriculum which the interns are required to teach to the underprivileged children in government schools. The curriculum involves various activities such as sessions on nutrition, hygiene, public speaking and so on, which could add value and encourage the students to think out of the box as the children of government schools do not get an opportunity to participate in such activities at the same level as students studying in private schools.

Jotun
January 28, 2015
Jotun Group made a presentation to UMT students majoring in Marketing, Human Resource and Supply chain with 2-3 years of experience. This presentation was given to the students of School of Professional Advancement (SPA) and School of Business and Economics (SBE). The purpose of the presentation was to provide information about the company and to offer students internships and job opportunities particularly for the Jotun MEIA Graduate Program.
On-Campus Recruitment Drives

Hira Terry Mills
April 15, 2015
Representatives from Hira Terry Mills visited UMT to conduct an on-campus recruitment drive test for the position of Management Trainee Officer for their Merchandising Department. A total of 32 participants from BS Textile, MBA, and Fashion and Luxury Management appeared for this test. Hira Terry Mills offered the position to the one eligible candidate from BSc Textile batch 2015.

Berger Paints
April 07, 2015
Berger Paints is the leading manufacturing group that has 49 manufacturing plants in 32 countries around the world as well as marketing representation on every continent of the globe. Berger Paints representatives visited UMT campus with 10 positions for the post of Management Trainee Executive. A total of 21 students from MBA (Marketing, Human Resource, and Supply Chain) participated in this activity.

Stylo Pvt. Limited
April 06, 2015
Stylo Pvt. Limited, the largest and fastest growing fashion brand, with 85 retail outlets in more than 45 cities in Pakistan, conducted on-campus recruitment drive for positions in the Trainee Retail Manager Program. A total of 25 graduates from MBA (Marketing, Supply Chain) and MCom participated in this activity. Eighteen students have been shortlisted for first interview. Jobs were offered to the 4 MBA students from batch 2014.

Avanza Solutions
January 29, 2015
OCS, in collaboration with Avanza Solutions, organized a recruitment drive for BSc final semester students for the position of Software Engineers. The recruitment drive started with a presentation on the company followed by question and answer session. The presentation was given by Ali Zeeshan Bhatti, Assistant HR Manager. A total of 65 students undertook the test. Out of 65, 2 students from BSc Computer Science batch 2015 were considered for the job.
On-Campus Interview
By Nishat Mills Limited
March 11, 2015

On-Campus Interviews is a convenient service that provides employers the opportunity to interview outstanding UMT students and alumni for degree-level or internship positions. Representatives of Nishat Mills Limited in coordination with Office of Career Services visited the Lahore campus to conduct on-spot interviews for the position of “Marketing Executive”. A total of 27 students were interviewed from BBA and MBA (marketing). Initially, 10 students were shortlisted for the second interview and three candidates were finally offered the job.

Student Spotlight
BBA-2014

At graduation everyone has a dream to work at a superior designation with a well-known company. I had a similar dream which I successfully achieved with the help of OCS, which provided me with a great platform, Stylo. After a written test conducted at UMT and two interviews, I was able to convince the Stylo Management to hire me as a “Trainee Retail Manager”.

Working with stylo is a great experience for me where I am able to apply all my learning and leadership skills, which I gained throughout my academic period at UMT. I would like to recommend fresh graduates to avail such opportunities provided by OCS and always try to show commitment to companies in interviews and be confident about their talents and feel proud to be a unique UMTian.

OCS UMT-Sialkot
Campus Visit June 02, 2015

OCS and School of Commerce and Accountancy from UMT Lahore visited our Sialkot campus for one day to conduct Career Planning and Development Workshop and Mock Interview Session. A total of 41 students attended career session out of which 26 were from MCom, 6 from MCS-14, 8 from MCS-13, and 1 from BSCs-13. A total of 11 students from MCom passed through mock interview. The students found the sessions very interesting. They were attentive and responded well with cross questioning. They came up with many queries regarding Job Portal, some specific interview questions and CV contents.
Career Week
April 27, 2015

This special week was designed to highlight the importance of careers and create a real buzz among students about variety of services.

Score of students visited OCS and met with our staff to discuss the best possible career options for them. As always our staff was helpful in facilitating them.

The mass media is playing a key role in communication of ideas and information through the print and electronic media. Media and communication has emerged as a popular career choice for university graduates. Keeping this in view, the Office of Career Services (OCS) organized Media Career Day to give media companies and students a platform to get to know each other and identify potential partners for future cooperation; for example in form of an internship, a master thesis project or a job after graduation.

Media Career Day
May 28, 2015

The event was inaugurated by MPA Rana Muhammad Arshad, parliamentary leader for information, Punjab Assembly. The event was graced by the presence of Abid H K Shirwani (Director General UMT), Ibrahim Murad (Director UMT), veteran journalists and members of the print and electronic media.

The daylong event was thronged by students of all programs. They were given a chance to seek direct contact with Media HR representatives, Media Managers and UMT Alumni on the Media Career Day and discuss possibilities for internships, master thesis projects and job entry. Representatives from Geo TV, Channel 92, PTV, SBN, ARY, Neo TV, Samaa TV, Waqat News, The Frontier Post, ilm ki dunya, Daily Times were present on the occasion.
7 Ways Students and Job Seekers can benefit from LinkedIn

Students spend far less time on this professional platform, as compared to other popular social networking websites. Below are some key tips on how university students should benefit from this social networking site.

1. Getting Job Email Alerts
   Once you have created your professional profile on LinkedIn, you can set email alerts to receive notifications of recommended jobs. Students and jobseekers will be able to see the notifications on their homepage as soon as they log into their LinkedIn accounts.

2. Connecting with Professionals
   If you have a look at LinkedIn, you’ll be surprised to find out the large number of professionals who choose to connect here. In fact, you can find your friends, co-workers, colleagues, classmates and family members on this platform. And it’s never a tough job connecting with them all. What’s more, you can even import your email list to find out who among your friends is present on LinkedIn.

3. Conducting Company Research
   One of the biggest benefits LinkedIn offers university students and jobseekers is that they can check out the pages of their targeted employers. By visiting company pages, you can conduct a research on the whereabouts of the company, the hiring process and what people have to say about that organization. This kind of company research on LinkedIn can always keep a stay ahead of your competition and increases your employability.

4. Getting Recommendations
   LinkedIn also offers a feature through which you can get other people to recommend you. People with a maximum number of recommendations have a great chance of attracting the employers’ attention. University students too can try to get as many recommendations as possible to increase their employability.

5. Letting Companies Find You
   Students’ frat parties and LinkedIn Today, a large number of organizations look for talented candidates on social networking platforms like LinkedIn. If you have created a good and detailed professional profile, chances are you will attract employer’s attention. And it would really be nice to be invited by companies for your job position you always wanted to occupy.

6. Connecting with Other Students
   University students can also use LinkedIn to network with other students. This type of networking gives you a wonderful opportunity to find out how other university graduates found a job or got hired by an employer.

7. Landing International Jobs
   Well, LinkedIn is a global networking platform. If you are interested in landing jobs overseas, you can get a lot of benefits by networking on this social media website. You can connect with all the major international employers and find jobs in foreign countries.

Reference: http://thesunderovercovertreasurers.com/7-ways-college-students-can-benefit-linkedin/

---

Meet the OCS Team

Mr. Aqeel Baloch
Manager Career Services and Industrial Relations
ocs.mgr@umt.edu.pk

Ms. Sana Tasleem
Assistant Manager Career Services and Industrial Relations
sana.tasleem@umt.edu.pk

Mr. Bilal Ashraf
Assistant Manager Career Services
bilal.ashraf@umt.edu.pk

Ms. Zareen Khan
Coordinator-OCS
zareen.khan@umt.edu.pk

Office of Career Services
Admin Building, level-3
Monday - Friday (9:00 am - 6:00 pm)
University of Management and Technology
C-II, Johar Town, Lahore.
Tel: +92-321-200-300 Dir: +92-321-300-200 Ext: 3723, 3777
Please feel free to contact us at
sana.tasleem@umt.edu.pk