

“ORGANISATIONS WANT PEOPLE TO BE ACTIVE IN MANAGING THEIR CAREERS AND EXPECT THEM TO TAKE RESPONSIBILITY FOR THEIR OWN LIVES.”

A NATIONWIDE CEPEC SURVEY, LAUNCHING THIS AUTUMN, WILL SEEK TO IDENTIFY EMERGING TRENDS AND THE CAREER MANAGEMENT STRATEGIES THAT ORGANISATIONS ARE PLANNING FOR NEXT YEAR AND BEYOND.

WHEN WE CONTACT YOU, PLEASE HAVE YOUR SAY.



TEN WAYS TO TAKE CONTROL.

Career Management is the process where people develop their career objectives and implement a strategy to achieve them. Enlightened organisations consider their people to be an asset and a source of competitive advantage. A career management system will:

- + **Build staff-productivity...**
job satisfaction and career ambition in line with company needs.
- + **Form a foundation...**
upon which management succession meets company strategy.
- + **Retain the best people...**
because they belong, they are self-aware & they feel in control.

Organisations want people to be active in managing their careers and expect them to take responsibility for their own lives. In the end, the buck stops with ourselves.

TEN WAYS FOR US TO TAKE CONTROL AND ENJOY A SATISFYING AND FRUITFUL CAREER:

- 1 Complete a structured Career Assessment once a year. Find a mentor to discuss the issues and challenge your deductions.
- 2 Develop a strategic Career Objective, maybe looking five years out. Keep it in mind and continuously have a "next job" aiming point, be it internal or external to your current organisation.
- 3 Rewrite your CV at least once a year. Update your CV Profile to reflect your "next job" aiming point. Refer back to your most recent Career Assessment and add in the new business achievements and any job changes.
- 4 Become and remain well briefed about your profession, your market sector and your customers. Maintain up-to-date files on products, people and statistics. Attend conferences and seminars, which will keep you informed and add to your network.
- 5 Build and maintain extensive Networks which include colleagues, competitors, customers, media people and individuals who come from as many other market sectors as you can penetrate.
- 6 Lay aside time for self-development in new business & technical skills, in knowledge and in personal growth.
- 7 Preserve your career integrity by managing your personal finances and maintaining a financial reserve which would allow you to resign from an unsatisfactory job and survive for six months.
- 8 Guard your employability by remaining fit and looking your best. We need energy and a sense of well-being to remain on top of our careers.
- 9 Engage with another compelling interest outside your career. Work-life balance is important and helps us to become well-rounded individuals. Develop a passion for something which will stimulate your mind and your senses and allow you to return to your working day, refreshed and renewed.
- 10 Hold on to your personal values. Stand by your moral code and views on humanity & spirituality. Preserve your self-respect and respect for others.

FORTHCOMING SURVEYS

January 2008
Career Management Trends

April 2008
Job Search Trends

A BIT ABOUT US

Cepec is the career management company created in 1970 and acquired by TMP/Hudson in 1999.

Now reformed as a successful independent company by Jane Lea and Giles Brady, Cepec offers a wide variety of innovative HR solutions to organisations throughout Europe.

CONTACT US

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ACHIEVING ALL OF THESE IS CHALLENGING - START TO THINK WHO CAN HELP YOU