

**Student Career Form**

**Dear Graduate/USP Student**

Already planning to graduate in 2013 the USP Career Center would like to invite you to fill in this form which will be used by the center to assist you in finding the best possible employment for you based on the subject majors and the job skills that you have. The Career Information form will assist the career center in tracking students who have secured employment and those students who are still finding employment. Please send the completed form to [bilitaki\\_s@usp.ac.fj](mailto:bilitaki_s@usp.ac.fj); or [semi.bilitaki@usp.ac.fj](mailto:semi.bilitaki@usp.ac.fj)

**USP Career Center  
USP Counseling Center  
Campus Life  
Laucala Campus,  
Suva, Fiji Islands**

**INSTRUCTIONS**

- Please tick the answers alongside you response
- Write your answer in spaces where required
- USE BLOCK LETTERS
- Write clearly

**CAREER INFORMATION DATA BASE FORM**

**SECTION 1 Your Contact Details**

<b>USP Student ID Number</b>	
<b>Family Name</b>	
<b>Other Names</b>	
<b>Your Email Address</b>	

**Your Personal Address**

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**What Level of your Education do you hope to complete soon?**

1. Foundation       2. Certificate       3. Undergraduate Diploma   
4. Bachelor       5. Post Graduate Degree/Diploma       6. Other

What is your Degree, Major/Minors?

Diploma/Degree	Majors and Minors

In April 2013 what will you be doing here at USP?

Full time Study  Part time Study  Completed study

Which of the following best describes your employment status?

1. Employed permanently
2. Employed part time
3. Looking for paid employment
4. Volunteer
5. Self employed

To match your subject majors and the skills learnt during the course of your training what do you think is the best job for you.

1. Government civil service job
2. Private sector
3. Corporate Organization
4. Self-Employment
5. Internship or practical attachment

Do you think that an Employer Needs Analysis Survey should be conducted?

1. No
2. Yes

Why should an Employer Needs Analysis Survey be conducted?

1. It will determine what the employer wants
2. It will link the skills learnt during the course of training with the needs of the employer
3. NAS will ensure that the employer and the employee are satisfied
4. All of the above

Have you sought employment for the last 6 months ?

1. Yes
2. No

If yes, what is your gross income at the moment?

1. Less than F\$15,000
2. 15,000 – F20,000
3. 21,000 - \$25,000
4. More than \$25,000

What methods did you use to get employed?

- |   |  |
|---|--|
| 1. USP Community Services <input type="checkbox"/>                | 6. CV posted on the Internet <input type="checkbox"/>    |
| 2. Career Fair and Career Exposition <input type="checkbox"/>     | 7. Family and friends <input type="checkbox"/>           |
| 3. Other University Sources lectures etc <input type="checkbox"/> | 8. Approached Employer Directly <input type="checkbox"/> |
| 4. Advertisement in the dailies <input type="checkbox"/>          | 9. Employment Agency <input type="checkbox"/>            |
| 5. Advertisements of the Internet <input type="checkbox"/>        | 10. Work Contacts or Network <input type="checkbox"/>    |

What specific field do you think you would be better employed in;

- |   |   |
|---|---|
| 1. Banking and Finance <input type="checkbox"/>     | 9. Environmental Science <input type="checkbox"/>                 |
| 2. Economics <input type="checkbox"/>               | 10. Law <input type="checkbox"/>                                  |
| 3. Science and Technology <input type="checkbox"/>  | 11. Arts <input type="checkbox"/>                                 |
| 4. Education <input type="checkbox"/>               | 12. Journalism <input type="checkbox"/>                           |
| 5. Human Resources <input type="checkbox"/>         | 13. Commerce <input type="checkbox"/>                             |
| 6. Medicine and Psychology <input type="checkbox"/> | 14. Sociology/Social Work/Social Welfare <input type="checkbox"/> |
| 7. Geography <input type="checkbox"/>               | 15. History/Political <input type="checkbox"/>                    |
| 8. Hospitality and Tourism <input type="checkbox"/> | 16. Other profession <input type="checkbox"/>                     |

Do you think you could be self employed ?

1. Yes
2. No

Is Yes in what field, please fill in the blank spaces.

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When you have finished filling in this form please send to [semi.bilitaki@usp.ac.fj](mailto:semi.bilitaki@usp.ac.fj). Or to the USP Career Center, Campus Life. USP.