

Career Assistance

A Practical Approach to the Needs of Job Seekers

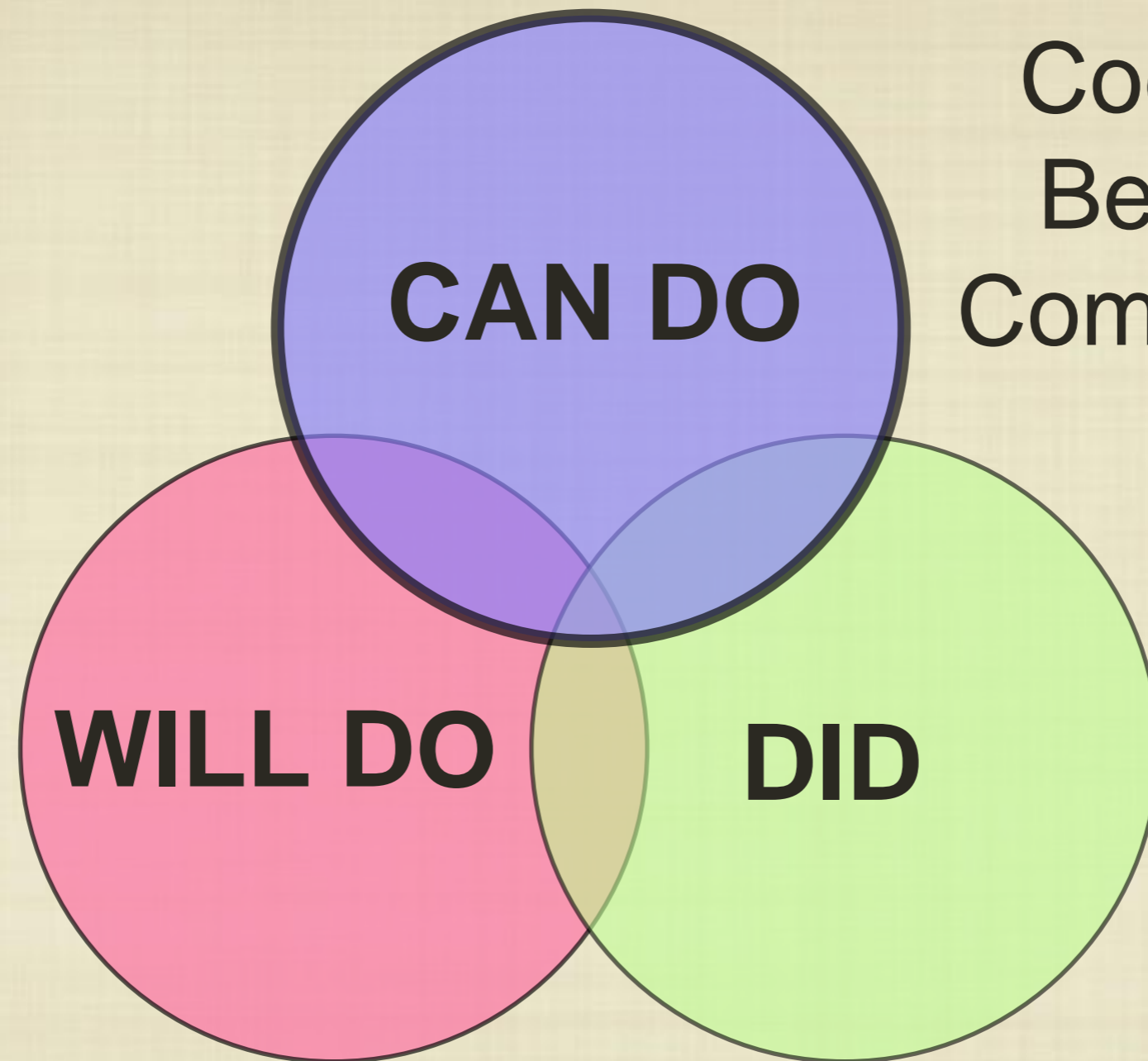


There are 3 sets of information that are the heart of any candidate's job search.

- **What they DID**
- **What they CAN DO**
- **What they WILL DO**



Job Search Elements



Cognitive &
Behavioral
Competencies

Skills
Education
Experience

Attitude
Values
Motivation

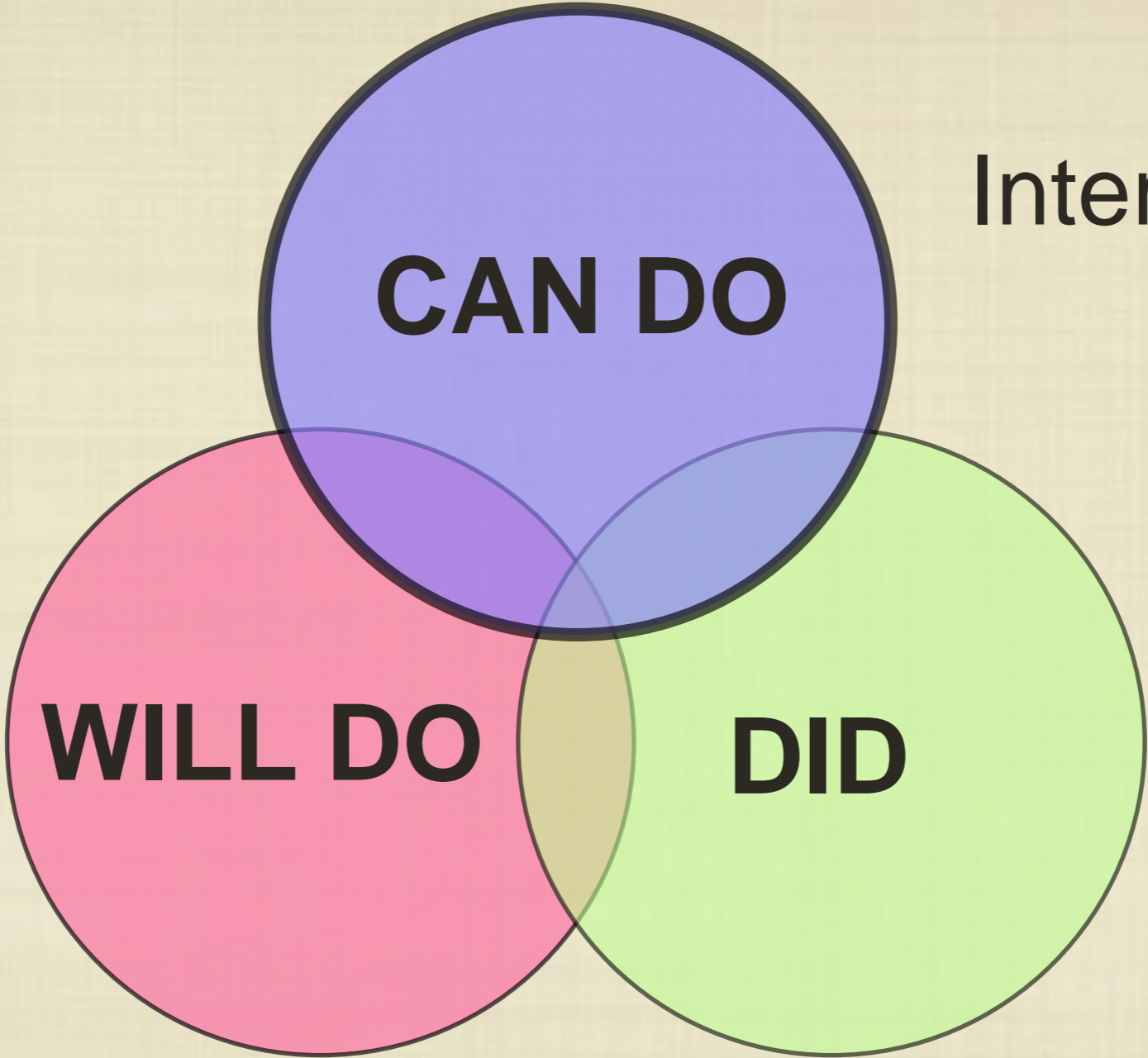


Each one has a different value in a job search.

Each one is demonstrated to the prospective employer in a different way.



Current Model



Interviews
?

Interviews
?

Resumé
?



Interviews are fine for those who interview well.

That is about 20% of the people.



**When a single job posting can draw over 200 resumés
in the first day...**

It is easy to get lost in the crowd.



Resumés rarely match up with job descriptions.

Most are scanned by a computer for key words.

Those that are read, are generally discounted, since most studies show that over 80% are exaggerated or have false claims.



Job seekers need better tools to compete in today's job market.



What if we started with the information that the job seekers need, instead of the products that exist.



Needs of the Job Seekers

- **Self-Knowledge**
- **Job Matching information**
- **Advice on the job search process**
- **Coaching on interviewing effectively**
- **Questions to ask in the interview**
- **Information on the best work environment**
- **Advice on how to sell themselves into the job**
- **Clear advantages in competing for the job**



Imagine a simple online process...

That took only 25 minutes,

Was positive and well-received by participants,

Used the highest technical standards,

Was based on the best practices of job selection,

Required no special training,

And used common language that anyone could understand.



Imagine that it actually had practical suggestions that anyone could follow,

Plus information for the employer that made this candidate the better choice in a hiring decision,

And even had tools for job counselors to use with the job seekers.



JobThoughts® Career Pack

**Job
Strengths**

**Job
Sorting Chart**

**Job
Search Coach**

**Interview
Coach**

**Work
Environment
Report**

**Jobs To
Seek & Jobs
To Avoid**

**Questions to
Ask a
Prospective
Employer**

**Selling
Yourself
Into the Job**

Job Strengths

This is a completely positive report, describing the individual's traits and abilities from the point of view of strength as it relates to the job market. The information is accurate, but only the positive aspect is included. This report is designed to create a positive emotional experience for the customer, who is most likely struggling with the negative elements of their job search.



Job Sorting Chart

This is a chart showing the individual's scores on 21 different characteristics that are important to most types of jobs. Using this chart, the individual can easily evaluate how well their strengths match up with various jobs.



Job Search Coach

This is direct and practical advice on how the individual can be more effective in their job search. It highlights the areas in which their traits and abilities will be an asset and those areas in which they will present challenges. Specific suggestions are given as to how to overcome or lessen those challenges.



Jobs To Seek & Jobs To Avoid

This report describes types of jobs in which the individual's unique strengths and abilities match up well with the behaviors that are necessary for success in those jobs. The report also points out those types of jobs that are poor matches to the individual's strengths and abilities. In those jobs, it would be difficult for the individual to be successful or to fully realize the value of their potential.



Interview Coach

This provides specific coaching advice for the individual on how to interview more effectively. Instead of generalized suggestions, this report targets the particular issues that the individual will face, based on their unique traits and abilities.



Questions to Ask a Prospective Employer

Asking meaningful questions of a prospective employer is an excellent way to demonstrate skills and abilities. This report provides such questions and tailors them to match the specific characteristics of the job candidate.



Work Environment Report

This report describes the type of work environment that matches the strengths and abilities of the job candidate.



Selling Yourself Into the Job

Most job seekers are not salespeople, yet a job search is much the same as a sales process. The job seeker must prospect for job opportunities; research the key issues; secure an appointment; and then sell their value to the interviewer. This report recognizes that most people cannot “sell” in the same way as a true salesperson. Therefore, it offers alternative ways to make the “sale” and land the job.



Resumé Plus Tools

**Fast Start
Employee
Pack**

**What I Bring
To the Job**

**Onboarding
Keys**

**Training
Coach**

Manage Me

Job Report

More specific information strengthens candidate's competitive position against other job candidates.

**BestWork
DATA**

Resumé Plus Tools

**What I Bring
To the Job**

This version of the information is designed to be included with the individual's resumé. It is written for a prospective employer, highlighting the strengths of the candidate and verifying that the report is the result of a sophisticated assessment instrument. In effect, it has the potential of making that candidate a lower risk in terms of a hiring decision, because it provides objective support for the abilities of the candidate.



Resumé Plus Tools

Onboarding Keys

Once the candidate is hired, the company is anxious to help them become productive as quickly as possible. This report explains how to do that most effectively with each individual. By meeting their specific needs, the company can realize the benefits of their talents in the shortest possible time.



Resumé Plus Tools

Training Coach

Almost every new job involves a training program to teach the new employee about the new procedures, products and services, company culture, or any number of things that are necessary to perform the new job. This can range from a quick orientation video to months of intensive classroom work. This report identifies the specific training needs of the individual. With this information, the company can optimize the training opportunities for the new hire and ensure a quicker return on their hiring investment.



Resumé Plus Tools

Manage Me

Once a new hire begins the job, it can take as long as a year before the manager or supervisor really understands how to work with them most effectively. First, there is a honeymoon period where no one expects anything, and then things typically become busy with the normal flow of business. The manager only gets snapshots of behavior to draw conclusions, and it becomes a trial and error process to find the keys to each employee. Manage Me gives you that information on Day One.



Resumé Plus Tools



Job Report

Interviews, resumé, and references only tell so much about the potential performance of a new hire. This BestWork Job Report describes how the new employee will perform 22 job behaviors that are found in most positions. These include: Handling Paperwork, Following Procedures Consistently, Job Flexibility, Sense of Urgency and more.



Imagine that these extraordinary reports were priced according to the resources and business models of the users.

An individual can purchase the full BestWork Data Career Pack for \$100 from TCG.

Or as part of the TCG Career Kick Start Professional Development Program for just \$275, which includes a career coaching session to maximize the results and utilize them for interviewing and resume creation.



The BestWork DATA Mission Statement

To touch the lives of hundreds of millions of people so that they see themselves through their strengths instead of their weaknesses, and so that they better understand other people.

Our products must:

- Honor each person
- Offer a positive emotional experience
- Provide actionable information



**For information about the TCG Career
Kick Start Professional Development
Package:**

262.751.2619

kmjahnke@triumvirateconsulting.com

