



My

Career Ideas



Name.....



Welcome to My Career Ideas.

This booklet has been created to help you think about possible career ideas and identify the knowledge and information you need to start thinking your future career.

Throughout this booklet, you will have the opportunity to:

- Find out which careers suit your interests and skills
- Understand what skills employer value and what these mean
- Undertake some research about jobs you may be interested in
- Get information on different routes into work

There are three different ways to find information about careers and discover which ones you might be interested in, and you can choose any one to complete the activities in this booklet:

- **Buzz Quiz**, is a quick, fun and interactive way to find out your personality type and what jobs you might be interested in.
- **Career Match Quiz** asks questions about your skills and interests, and gives you a list of 100 jobs and careers that best match your answers.
- **Job Information** is where you can find information for over 700 job titles. You can search for in a few different ways; you can choose a job title from the A - Z list, search for careers by the type of Industry or choose a Subject that interests you and explore the jobs you could do.

All the quizzes and information can be accessed on the home page of our website, just search for **careerswales.gov.wales**.

Activity 1 – Find out about different types of careers!

This is your opportunity to get some ideas about careers that might interest you. If you are taking one of the quizzes, head to careerswales.gov.wales and you'll find them on the homepage or click on the quiz icons below.

Not taking a quiz? Go straight to **Job Information** and choose a title from the A – Z list, search for careers by the type of Industry or choose a Subject that interests you to explore different careers.

The **Buzz Quiz** is a quick and fun way to find your personality type; you won't need to register, and it only takes five minutes to complete. Choose which statements are most like you to find out your strengths and which jobs might interest you.

You will need to register to complete the **Careers Match Quiz** – you can use your personal email or another account. You'll be asked a series of questions and you'll get a results list with 100 job titles – these are the careers that best match your answers.

Don't worry if you don't finish the quiz, you can come back to it another time. You can also review and change your answers, which could change the careers in your list.



Activity 2 – Find out more!

So, you've identified some careers that match your interests.

Pick any 3 of those careers and click on the job title to find out the following information for each one:

- Average starting salary
- What qualifications (could this be hyperlinked to explain the different levels?) are needed
- What is the predicted future demand
- Relevant subjects

Job 1



Job 2



Job 3



If you had to pick any of these careers, which one would you choose and why?

Did you know that there are lots of different types of qualifications? Our qualifications guide explains the different levels and what they mean; visit www.careerswales.gov.wales and go to 'Courses and Training', then click on 'Find out about qualifications' to find out more.

Activity 3 – Rate Your Skills!

You've been developing your skills for years but what are they and what do they mean?

If you have completed the Career Match Quiz, you'll be asked to rate your skill level against a series of questions; these questions are related to the answers you gave in the first part of the quiz.

You will then see your skill level rating against each of the skills that employers want. If you click on **Developing your skills**, you'll find lots of information on ways to improve your skills and strengths and find out what those skills mean.

Even if you haven't completed the Career Match Quiz, you can find out what skills employers want and find ways to identify your skills and strengths. Just go to careerswales.gov.wales, click on 'Plan Your Career' and scroll down to 'Skills and Strengths'.

About skills and strengths



Skills and strengths employers want

Increase your chances of getting work by matching your skills and strengths to what employers want.



Identify your skills and strengths

Ways to discover your skills and strengths. Knowing your skills and strengths will increase your confidence, and help you get into a job.



Ways to improve your skills and strengths

Improve the skills and strengths you have, and increase your opportunities to get a job, get promoted or make a career change.

Activity 4 - Improve those skills!

So, you've seen the types of skills needed for the careers on your list, some of which might be in the table below. In the following activity, rate yourself against each skill using Low, Medium, or High and think about how you could improve or develop those skills.

Some ideas could include taking part in activities such as school clubs, the school council or playing sports; or you might have a weekend job or help out at home. There are lots of potential opportunities to practise and improve those important skills!

Skill	Your rating	How could you improve?
Communication Skills		
Paying attention to detail		
Planning and organising		
Leadership		
Enthusiasm		
Self-motivation		
Critical thinking and problem-solving		
Research		
Creativity and Innovation		
Time-management		

Thinking about those skills where you scored Medium or High, can you give examples of when you have used that skill?

Skill	What I did well

Next steps!

So, you've got some ideas about possible future careers, and you can now recognise and identify some of your skills.

You also know:

- Where to search for different careers
- How to find out more information about a career
- The different types of qualifications you can study
- Which subjects are suited to different careers
- The types of skills and qualities employers look for
- How to give an example of when you have used a skill
- Ways to improve your skills and strengths

If you're not sure about what you might like to do, don't worry! There's plenty of time and your interests and skills can change as you get older.

Why not talk to your family, friends, and teachers about your interests and skills to get ideas about potential careers.

Don't forget, there's lots of information and help available from Careers Wales, so visit our **website**, speak to your school Careers Advisor, or contact our helpline or webchat.

