

POWER

UP



YOUR CAREER

Once you have found an interesting opportunity you will need to complete a CV, personal statement or job application.

Here's some tips on how to showcase your skills.

1 - ADAPT YOUR CV OR APPLICATION

Look at the key words in the job description and use your skills from the Power Up Career Exploration Challenge to match it.

Example: An apprenticeship in the renewables sector will require excellent communication and critical thinking skills.

2 - MATCH YOUR SKILLS

"I took part in the Power Up Challenge. In my role as Project Manager I displayed excellent **communication** skills by **participating** and leading group discussions. I also **presented** our final proposal to the rest of the class."

3 - USE THE META SKILLS LANGUAGE

Showcasing your Meta Skills demonstrates to employers and education providers that you can adapt to different scenarios and situations. It also shows them that you have problem solving abilities and perhaps leadership potential in the future.

4 - GIVE LOTS OF EXAMPLES

"I was the Construction Manager in the Power Up challenge. I was **responsible** for assessing how well the renewable energy source aligned with the geographical features of the area. This involved using **critical thinking** skills as I used facts and evidence to come to a decision."

5 - SELF REFLECTION

Spend time planning your applications. Use the **Meta Skills reflection workbook** to identify and reflect on your skills. This will also give you ideas.

