



Student
University of
Winnipeg

**KRISTEL
MASON**

Balancing School & Work

Work, work, school and more work. At first glance, Kristel Mason's life as a University of Winnipeg student and the current holder of three part-time jobs looks pretty hectic, but Kristel says that she still has plenty of time for socializing with friends and catching up with local rock bands. "The key to my life is balance," says Kristel. "As a full-time student, school and family come first, but I really enjoy working as a photographer at Superstore, as a cashier at SportChek and doing some free-lance writing. It's all good."

Kristel's schedule demands proper planning and time-management and she is careful not to over do the work thing. She understands that she's gaining valuable work experience and important business contacts and combining that with a university degree will help her find her 'dream job' and a career.

"You need to enjoy yourself too and although I'm working a lot I always find time to relax," she adds. When asked what the ideal number of hours a student should devote to part-time work is, Kristel says it depends. "For me, I like to work over 15 hours per week, but it's very much a personal choice. The key is not to get stressed out because of your job and try to enjoy what you do." Kristel also says that earning extra money comes in handy when you need to buy the necessities like books, bus passes, or Who concert tickets. ●



THE JOB HUNTER

Once you figure out what you're good at, you'll want to find a job that matches your skills and interests. With the right preparation, you'll have everything you need to become a professional job hunter.

First on your list should be a Social Insurance Number (SIN). Without it, you won't be able to work. Apply for one at your local Service Canada Centre.

Developing a résumé and portfolio is next. Be sure to include past jobs and volunteer positions and explain what you learned. Make sure the information provided is relevant to your job choice. Be prepared to customize your résumé depending on the job you are applying for.

After sending out your résumé to prospective employers, it's time to get ready for the chase! When choosing what to wear, make sure your clothes blend in with your surroundings, so to speak. For example, an office job will require dress pants and a shirt. Other positions may require a uniform. Use a little common sense and you'll be ready for action.

Acing the interview is very important. Employers look for self-confidence and a positive attitude. A seasoned job hunter would recommend rehearsing what you want to say. Answer questions directly, ask questions of your own, stay relaxed, be polite and above all, just be yourself! ●

For more information on job postings, visit:

www.worksearch.gc.ca

www.jobbank.gc.ca

www.edu.gov.mb.ca



HERE COMES SUMMER

A TIME TO WORK (AND PLAY)



In addition to being a great time to catch a few rays, summer can offer a lot of learning and earning possibilities. A summer job can translate into valuable employment skills, give you the 'meat' you need for your résumé and provide you with a general sense of what the working world is really like.

"There are a lot of summer jobs available throughout Manitoba in the service industry," says Leah Moore, a Youth Employment Officer with Service Canada. "These types of jobs enable students to learn transferable skills like interpersonal relations, communications and time management."

She says Manitoba offers plenty of summer jobs in a variety of areas, including resorts, restaurants, retail stores, construction and manufacturing.

But jobs don't have to end in August. "Many students turn their summer job into part-time work during the school year," notes Moore. She adds that when students keep their jobs and return to the same employer the following summer, they learn how to progress within an organization. This type of experience looks great on a résumé.

Where can you look for summer employment? Great places to start include Service Canada Centres for Youth and Manitoba Youth Job Centres. They are open from May to August and are located throughout the province. Call 983-5520 in Winnipeg or 1-800-935-5555 from outside Winnipeg. ●

For more information, visit:

www.youth.gc.ca • www.jobbank.gc.ca

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