Building Your Career

ELG / GNG 5902

Industry Internship Projects

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What is a career?

• A series of projects in which new skills are learned, experience is gained in roles that develop your authority in your area of expertise

• Projects are done in teams

• Projects have a context and must integrate with or interface to systems (processes, technology, information, organizations, legal)

• Projects have a business purpose and generate value

• Projects have a focus
Who are you as a Professional?

• What do you look like?
  • Digital footprint (LinkedIn, GitHub, Social Media, Blogs ...)
  • Resume

• Who are your colleagues?
  • Classmates, co-workers, network
  • How do you stay in touch? … Facebook / Whatsapp?, Slack / Teams?, Events / Workshops?

• What professional groups are you a member of?
  • Professional Development Club, Student Association, IEEE, Volunteer Organizations ....

• What do you do? (job, roles, contributions)

• What do you know? (skills, specializations, responsibilities)

• How do you know it?
  • Project Experience
  • Education (Academic and Industry)
Match your Resume to your target Job Description

• Contact Information (name, email, phone number, NO ADDRESS)
  • Digital footprint (LinkedIn, GitHub, Social Media, Blogs …)

• Skills
  • What does the job description list (acronyms, technical jargon, concepts)?
  • What do you know? (skills, specializations, responsibilities)

• Experience  ***
  • Project Experience
  • What do you do? (job, roles, contributions, skills, specializations, responsibilities)
  • Network, Events / Workshops, Volunteer Organizations, professional groups

• Education (recognition, awards, certificates, degrees)
  • Industry
  • Academic
How do I find an industry partner … to hire me?

- **Do you know what your target industry cluster is?**
  - Do you know what websites, conferences, trade journals/magazines the cluster uses to network?
  - Do you know **who in your network** and who at uOttawa is connected with the cluster?
  - Do you know how you can be active in your target industry cluster?

- **Do you know what organizations / companies you are targeting?**
  - Better yet do you know which organizations are targeting YOU!?
  - How do they communicate with you? (web presence, events, linkedIn, Job postings, head hunters career center)
  - What **roles / jobs / projects** are available at a target organization? How can you research this?

- **Do you know what skills and experience they are looking for?**
  - How can you acquire them?
  - How do you **communicate to your target organization**? (web presence, your network, your references, your promoters, resume, interview)

- **Why should they hire you?**
  - What is **your pitch**? Why **are you the right person** for the job/project? What is your **value** (to them)?
How do I find a Supervisor (mentor, promoter, reference)?

- **Do you know how to meet the right professors?**
  - Courses and Research and their students (program seminars where thesis students present!)
  - Program Associations and Program Coordinators
  - Engineering Events (CEED, Orientation, Bulletin); Ottawa Industry Events
  - **Do your research!** (faculty web pages, google, google scholar)

- **Do you know how to communicate with professors?**
  - In person (when, where) or by email (how should such an email be worded)
  - Do you know how to **efficiently** ask for and get an appointment scheduled?

- **Do you know what professors are interested in?**
  - Do you know what industry clusters, organizations / companies the professor is interested in?
  - Do you know what **skills and experience** they are looking for?
  - Do you have the skills and experience they are looking for?

- **Why should they hire **you**?**
  - What is **your pitch**? Why are you the right person for the job/project? What is your value (to them)?
Build experience through projects …

- Projects are simple to find, but challenging to do right, and even harder to follow through to success on.

- A project is much more fun, if you are part of a team, working for a client you are trying to satisfy.

- A project always has a context (what is your context?)
  - what is in scope, what is out of scope
  - interface with existing infrastructure
  - interact with key contacts (people)
  - leverage whatever available tools and knowledge might be useful.
How Do I Find a Project?

- **UNIVERSITY COURSES**
  - GNG5120, GNG5140 ... any course with projects,

- **ONLINE COURSES or INDUSTRY WORKSHOPS**

- **VOLUNTEER – PROFESSORS**
  - CREATE PROJECTS (E.G. www.create-best.com)

- **VOLUNTEER – CEED**

- **NETWORK – PDC Executive (source of projects)**
  - [https://professionaldevclub.wordpress.com/professional-development-club/](https://professionaldevclub.wordpress.com/professional-development-club/)
  - [https://www.facebook.com/groups/1939747369464467/](https://www.facebook.com/groups/1939747369464467/)
  - City of Ottawa (Farzaneh, Patricia, Simardeep, Ajay)
  - uOttawa (Asth): Student Associations, Womens Innovation Network, Startup Garage ...
  - Companies: Aedo (Yiling), Siemens (Ephrem Nisrane), NLP (Prof. Arya)

- **NETWORK – Industry Clusters, Professional Associations**
  - Contact and invite companies, alumni to do an event or information session