

Career Support Center at Azerbaijan Technical University (AZTU)

The **Career Support Center** at AzTU is dedicated to assisting students and alumni in navigating their career paths, enhancing their employability, and successfully transitioning into the workforce. The center is a key component of AzTU's strategy to bridge the gap between academia and industry, providing students with the resources and guidance needed to thrive in their professional lives.



Mission and Objectives


The mission of the Career Support Center is to empower students and alumni by providing comprehensive career development services that align with their aspirations and the needs of the labor market. The center aims to:


- ❖ Guide students in making informed career decisions based on their skills and interests.
- ❖ Facilitate access to internships, job placements, and career opportunities.
- ❖ Support the development of essential career skills, such as resume writing, interview techniques, and professional networking.
- ❖ Foster partnerships with industry leaders to provide students with exposure to real-world challenges and career opportunities.
- ❖ Help alumni with career transitions, further education, and professional development.



Core Functions and Activities

The **Career Support Center** offers a range of services and activities designed to prepare students for successful careers:

 **Career Counseling:** Personalized one-on-one guidance to help students understand their strengths, identify career goals, and explore professional opportunities that match their interests and skills.

 **Job Search Support:** Assistance in finding job opportunities through job boards, employer partnerships, and internships.



The center offers help with resume writing, cover letters, and interview preparation.



Interview

Preparation:

Mock interviews with expert feedback to refine communication and presentation skills.

📖 **Workshops and Seminars:** Regular workshops on career-related topics, such as effective job search strategies, personal branding, LinkedIn optimization, networking, and soft skills development.

🏢 **Networking Events and Career Fairs:** Organizing career fairs, employer meet-ups, and networking events that connect students with potential employers, industry leaders, and alumni.

✳️ **Internship and Placement Services:** Collaborating with companies to secure internship and placement opportunities for students, providing them with valuable real-world experience.

🎓 **Alumni Services:** Providing support to alumni in their career growth, including job placement services, career transitions, and continuous professional development.



Resources and Facilities



The **Career Support Center** is equipped with a variety of resources to help students succeed in their career endeavors:



📋 **Job Board and Internship Listings:** A dedicated platform where students can access job and internship opportunities posted by partner companies and organizations.

🏠 **Career Counseling Rooms:** Private spaces for one-on-one consultations with career advisors, offering a comfortable environment for personalized guidance.

📝 **Resume and Interview Preparation Tools:** Access to templates, guides, and software tools for creating professional resumes, cover letters, and practicing interview techniques.

🌐 Digital Resources and Databases: Access to a wide range of online resources, including industry reports, career advice articles, and research on potential employers.

🎭 Mock Interview Facilities: A simulated environment where students can practice interviews with career advisors or external recruiters to build confidence and improve their interviewing skills.



Educational Programs and Services

The **Career Support Center** offers various educational programs to help students prepare for their future careers:

🔗 Skill Development Workshops: Regularly scheduled sessions focused on building essential career skills, such as communication, leadership, time management, and team collaboration.

📁 Industry Insight Sessions: Workshops and webinars featuring industry professionals who share insights about current job trends, required skill sets, and expectations from employers.

📄 Job Application Assistance: Guidance on how to apply for jobs, tailor resumes to specific positions, and write compelling cover letters.

🤝 Soft Skills Development: Programs aimed at enhancing students' interpersonal skills, including public speaking, conflict resolution, and emotional intelligence, which are essential in the workplace.





Impact and Contributions



The **Career Support Center** has made significant contributions to students' career development and the wider community:

🎯 **High Placement Rate:** The center has successfully helped students secure internships and full-time positions with top-tier companies across various industries, including technology, engineering, and business.

🤝 **Employer Partnerships:** The center maintains strong

relationships with key industry partners, ensuring that students have access to exclusive job openings and internship opportunities.

🌐 **Global Reach:** The center has expanded its services to include international job and internship placements, providing students with the chance to work and gain experience abroad.

🎓 **Alumni Success:** Through continuous support and mentorship, the center has helped alumni successfully navigate career transitions, further studies, and leadership roles in various industries.



Future Plans and Strategic Goals

The **Career Support Center** has outlined several strategic initiatives to further strengthen its role in supporting students' professional growth:

🎯 **Expansion of Internship Programs:** Increasing the number of internship opportunities with local and international companies to ensure that every student can gain hands-on experience in their field.

🎯 **Enhanced Employer Partnerships:** Strengthening collaborations with more companies, especially in emerging fields such as artificial intelligence, renewable energy, and data science, to broaden job prospects for students.

🌐 Global Networking Opportunities:
Organizing international networking events and virtual job fairs to connect students with global employers.

🌐 Alumni Network Development:
Expanding the alumni network to include mentoring programs, where experienced professionals can guide recent graduates in their career journeys.



Contact Information

For more information about the services offered by the **Career Support Center**, students and alumni can reach out through the following contact details:

🕒 **Working hours:** Monday-Friday, 9:00 am- 5:00 pm

📍 **Location:** Main Building, Room 301, Azerbaijan Technical University, Baku, Azerbaijan

✉️ **Email:** karyera.merkezi@aztu.edu.az

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📱 **Social network:**