Welcome to Class ‘15

Dear freshmen,

Welcome to the NU family! We hope you enjoy your stay at Nazarbayev University. You will have a lot of ups and downs, worries and happiness, but we are all here to lend a helping hand. The CAC team is here for you to assist you in connecting your major with the career, organizing an internship, applying for a graduate school and getting a job, whether it is a mock interview, writing a cover letter, and drafting a resume.

Sometimes studying at NU might get challenging, so keep in mind that to not stress out you need to keep up with your deadlines. In fact, do your assignments prior deadlines.

Whenever you feel that you need to talk with someone about anything that bothers you, come to an office #1114!

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Save the Date!

11 September
“Internships/PhD opportunities at Singapore” presentation

16 September
UPMC program participants’ presentation

18 September
U.C. Berkeley Summer session program participants’ presentation

21 September
Day of Technical Specialists KPMG presentation

23 September
University of Wisconsin Madison Summer program presentation from the student-participants 2015
Internship Feedbacks

Here we have collected some feedback from our students who took internships during the Summer 2015 semester.

Samruk-Energy

The internship at Samruk Energy was useful for me, because I could implement the learnt stuff at University. It also helped me to improve my soft skills. My position as an Internee gave me a chance to increase my confidence in communication with highly experienced people. I will recommend other students to have the internship here and it will be better of they have it according to their majors. In my future career this internship experience will help me much in both professional and social life. Thank you very much for directing us to the Future career! All the best,

Akerke Ongarbekova, SHSS, 4th year student

- Many more information on Internships 2015 will be available in the Special Edition Newsletter, which will be coming very soon.
- You will find tips from fellow students, feedback from organizations and students.

Information Analytical Center

The internship in IAC was useful. It was my first office work and I understand the structure and operation of such organizations. It improved my excel skills, all the rest - I was doing in university. The challenges that I faced in practice in IAC are:

1. Sitting lifestyle. It was hard to sit 9 hours on the chair looking at computer. Eyes are red, legs hurt.
2. Acceptance of the thought that I will work like this for my whole life. Depressing thoughts.

Positive sides are:

1. I understand the importance of climate in the office. It is very important for productivity and satisfaction level.
2. I liked the collective.
- Yes. I figure out that this kind of paper work is not for me. I wanted to work for the government but now I change my mind - I want to be a social journalist.

Dana Sanseyeva, SHSS, 3rd year student
Dress for Success: How to Dress for Your Job Interview

In an interview your look plays supporting role, your behavior, interpersonal skills and ability to articulate intelligent and well-thought-out responses to questions are the most important elements. Nonetheless, appropriate attire supports your image as a person who takes the interview process seriously and understands the nature of the company and industry in which you are trying to become employed. Thus, your attire should be appropriate and well fitting, but should not take center stage. If you are primarily remembered for your interview look, this is probably because you made an error in judgment.

Even if you are aware that employees of an organization you are being interviewed dress casually on the job, you better to dress more formally for the interview unless the employer specifically told you otherwise. The interview is a professional meeting, therefore, a more formal occasion than daily work.

Spend time on the Internet researching the company, industry and competitors to determine suitable interview outfits. If you are still not sure about your attire, call the organization’s HR department and ask their recommendation on what to wear. Ensure that your clothes are cleaned and pressed. Avoid wearing perfume (excessively) or cologne.

Recommendation on your outfit is also relevant to your look at your internship. An internship is a work as well and you don’t want to leave a bad impression about yourself by having wrong attire. Take your appearance, your interview and internship seriously!
How we spent our Summer ‘15
World Science Conference in Israel (WSCI) -2015

A group of NU students traveled to Israel and participated in the “fantastic scientific program,” as stated Prof. Adaricheva, including Nobel Prize winners as well as many more researchers from universities of Israel. The students worked on the campus of renowned Hebrew University, learned about opportunities of studies in Israel, visited the eternal city of Jerusalem and met the delegations of 71 more countries.

U.C. Berkeley Summer Session

“I’m sure, Berkeley summer school 2015 for NU students was unforgettable experience. As a leading university in electrical engineering, which is my major, Berkeley courses gave me both practical and theoretical knowledge that will be useful in my professional career. The most memorable in this trip are outstanding weather of Bay Area and academic culture supported by ambitious students. All the best,”

Yntymak Abukhanov, SEng 4th year student

VISP: University of Wisconsin Madison

“I liked UW-Madison and the program itself. I think this was a great opportunity for me to in the real American atmosphere: studying, cooking, living, shopping, and etc. This summer term should help students to orient themselves to the U.S. life before going to study.”
How we spent our Summer ‘15

U.C. Berkeley Summer Session

We experienced that U.C. Berkeley is indeed #1 Public University in the world. We took courses with U.C. Berkeley students and it was challenging and highly competitive. U.C. Berkeley provide many academic resources including labs, databases and software that can be installed on our own computer as well as, extracurricular of high quality. The way of delivering lectures is very engaging since besides academic knowledge have strong industrial background. One thing to note is that the lecture materials are relevant to current market situation so making students more aware about their field of study. Overall, we believe that this experience greatly affected our vision of the future in terms of motivation, career path and self-development.

Nauryzbek Selbaiuly, SEng 4th year student

UPMC-Total Summer Internship Program

The entire program was interesting, because it is one of the major parts was lectures given by outstanding professors and researchers. They are all experts of their respected fields and know everything related to their profession. Overall, I really liked the way it was organized. It enhanced my knowledge about alternative resources of energy in the near future and its applications. What is more, I became more motivated by visiting the Space Agency of France, as it is the field I want to work in the future.

Jamil Atabyev, SEng 2nd year student

UPMC-Total Summer Internship Program

It would be better if the schedule of academic and cultural events were provided before the flight, so that our group could plan which places to visit by ourselves and manage our time more properly. Nonetheless, the program was enriching and inspiring!

Anvar Khamitov, SEng 3rd year student

KAUST Research Program

Everything was good: my research went well; accommodation and other living conditions were very nice here! Working atmosphere, professional ethics, and local mentality – everything is on very high level. My feedback is 5 out of 5. I would strongly recommend this program for our specialists (EEE) in order to broaden their scientific and general knowledge. By the way, this year 9 Kazakhstani students (which is 7 students more that the last year, I guess) have joined MSc program at KAUST, and I am more than sure that this number will be increasing with time.

Madi Aldabergenov, SEng 3rd year student
Things to Know: Majoring in Biology

Some people tend to think that the only natural career for Biology majors in either research or medicine. In fact, for students with biology major many more career options are available out there. Some of the professions are higher education lecturer, teaching assistant, microbiologist, nature conservation officer, pharmacist, research scientist in both life sciences and medical, and soil scientist. In some professions, such as dentist, general practice doctor, health promotion specialist, and science writer your degree might be useful although not strictly related to your occupation.

There are a number of typical organizations and industries that employ biology graduates. These are universities and clinical research organizations, pharmaceutical and biotechnology companies, national and global health and environmental charities, scientific and technical consultancies, schools and universities, outreach organizations, such as museums and science centers. Biology graduates may seek job opportunities outside the science and health sectors in industries such as business, finance, marketing, education and sales.

In addition to subject-specific related knowledge of biological systems and concepts, you need to develop a range of practical and technical skills. Moreover, regardless of the industry, and in fact a major, any graduate should develop those skills that are attractive to employers in all sectors, including communication skills (report writing – presentations), team working skills (group projects – seminars), organizational skills, problem solving, project and time management skills.

If you are passionate about your major and ready to work hard, you will have doors open for job opportunities. Moreover, it is crucial that you have a clear understanding about your future career and profession. One of the ways to understand where to head with your major is to take internships. Another important thing is to start to be involved in a research, in case you consider applying to a graduate school.

With the questions of internships you can either email us or stop by at the CAC’s office.

Good luck bio students! *May the Force be with you!*

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# How to Be a Good Intern

**IN SEVENTEEN EASY STEPS**

<table>
<thead>
<tr>
<th>No.</th>
<th>Step</th>
</tr>
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<tbody>
<tr>
<td>1</td>
<td>Take your internship very seriously. (Seriously.)</td>
</tr>
<tr>
<td>2</td>
<td>Get in on time (without complaining about how early it is or how late you were up the night before).</td>
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<tr>
<td>3</td>
<td>Listen very carefully and always take notes (just when people are giving you assignments, not during social situations).</td>
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<tr>
<td>4</td>
<td>Do more than is expected on every single assignment (unless more costs more).</td>
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<tr>
<td>5</td>
<td>There is (almost) always something you can do (so let your bosses know when you are available; don’t just wait until someone notices you are free).</td>
</tr>
<tr>
<td>6</td>
<td>Show up. People are relying on you. (A school assignment is NOT a reason to “call in sick.”)</td>
</tr>
<tr>
<td>7</td>
<td>Understand that you don’t know it all (even though you feel like you do).</td>
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<tr>
<td>8</td>
<td>Turn off your cellphone (even if your ring is really cute).</td>
</tr>
<tr>
<td>9</td>
<td>Don’t smoke cigars. (Nasty habit.)</td>
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<tr>
<td>10</td>
<td>Do not unnecessarily distract others who are busy working (even though Project Runway was particularly great last night).</td>
</tr>
<tr>
<td>11</td>
<td>Bring snacks (sometimes sweet, sometimes salty).</td>
</tr>
<tr>
<td>12</td>
<td>Be proactive. If there is nothing official for you to do, figure something out on your own. (Like get to know the book collection so when someone is looking for something you can be helpful. Or go through the portfolio so you can really study the company’s work.)</td>
</tr>
<tr>
<td>13</td>
<td>Look out for opportunities to demonstrate what you do know and how you can contribute (but don’t push it—nobody likes a show off).</td>
</tr>
<tr>
<td>14</td>
<td>There are (almost) no stupid questions. (Ignorance is not bliss, just ignorant and it can be a major waste of time.)</td>
</tr>
<tr>
<td>15</td>
<td>Don’t just follow directions. Think about what you are doing while you are doing it (so when the designer says, “but that’s illegible” you won’t have to say, “I know!”).</td>
</tr>
<tr>
<td>16</td>
<td>Be eager to learn and people will be more likely to teach you.</td>
</tr>
<tr>
<td>17</td>
<td>Understand that the success of the internship is (almost) entirely up to you.</td>
</tr>
</tbody>
</table>

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**FORTUNE:** YOU WILL BE A GREAT INTERN.
LinkedIn Profile Tips*

1. **Customize your public profile URL.** Make your personal profile look more professional (and easier to share) by customizing your LinkedIn public profile URL. Instead of a URL with a tone of confusing number at the end, it will look nice and clean like this: `http://www.linkedin.com/in/ainuriskakova`.

2. **Add a background photo to your personal LinkedIn profile.** Give your LinkedIn page a little bit more personality by adding a background photo of your own. Just keep in mind LinkedIn is a professional social network, so choose your photo accordingly.

3. **Create a Profile Badge for your personal website or blog.** If you have your own personal website/blog, you can promote your personal LinkedIn presence and help grow your professional network by adding a Profile Badge that linked to your public LinkedIn profile. There are several badge designs to select from: `http://www.linkedin.com/profile/profile-badges?goback=`

4. **Optimize the anchor text for the website/blog links on your LinkedIn profile.** Instead of using the default “Personal website”- type anchor text links, you can change the anchor text to make those links more appealing to people who view your profile. So If your want to increase clicks on the website links you display on your profile, change those links’ anchor text to smth. more attention grabbing than the standard options LinkedIn provides.

5. **Search engine optimize your profile.** You can also optimize your profile to get found by people searching LinkedIn for key terms you want to get found for. Add these key words to various sections of your profile such as your headline or in your summary.

6. **Show work samples.** Different sections of LinkedIn, such “Summary,” “Education,” and “Experience” enable you to showcase different projects, provides samples of your work, and better adjust your LinkedIn profile.

7. **Add, remove, and rearrange entire sections of your profile.** You can customize your profile with sections that apply only to you, as well as reorder entire sections of your profile in any way you prefer. When in edit mode, simply hover your mouse over the double-sided arrow in each section. Your mouse will turn into a four-arrowed icon, at which you can click, then drag/drop to another position on your profile.

8. **Take your advantage of Saved Searches.** You can save up to 10 job searches and three people searches. After conducting a search, clicking the “Save search” option on the right allows you to save search and easily run it again later.

9. **Quickly turn your LinkedIn profile into a resume.** Just choose a resume template, edit it, and export it as a PDF that you can print, email and share.

10. **Get endorsed for your skills.**

11. **Have your LinkedIn account from the first year at NU.**

*N.B.* NU Career and Advising Center is at

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Announcement!

We would like to let you know about an upcoming event organized by DAAD (German Academic Exchange Service) at Kazakh Humanities and Law University (KAZGUU) on 18th of September at 10.00 a.m., #402.


Guest speakers: Prof. Dr. Hans Joachim Rickes, Head of the Department of International Relations at the German Parliament and Prof. Dr. Michael Bongardt, former vice-president, Free University Berlin

The presentation will be held in German and translated into Russian.


COMING SOON...
## What to expect in October:

<table>
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<tr>
<th>Event Name</th>
<th>Form of completion</th>
<th>About the Event</th>
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<tbody>
<tr>
<td>Profession of a Chemist (Chemical Engineer)</td>
<td>One-day event</td>
<td>Developed for the students who would like to get a sense of a profession, become aware and more confident of a particular profession. Various companies and their representatives of the in the Industry will be invited to the Event.</td>
</tr>
<tr>
<td>Profession of a Tax Consultant, KPMG</td>
<td>Information session</td>
<td><strong>Purpose:</strong> To increase number of candidates who would like to apply for tax department by establishing an interest in taxation among students. <strong>Format:</strong> Several lectures about profession in tax.</td>
</tr>
<tr>
<td>Profession of a Political Scientist</td>
<td>One-day event</td>
<td>Developed for the students who would like to get a sense of a profession, become aware and more confident of a particular profession. Various companies and their representatives of the in the Industry will be invited to the Event.</td>
</tr>
<tr>
<td>Field trip to Pavlodar refinery</td>
<td>Two-day event</td>
<td><strong>Purpose:</strong> observation for education with the elements of job shadowing to provide students with experiences outside their everyday activities and related to professional environment</td>
</tr>
<tr>
<td>Visit of UW-Madison Delegation/ Peer Mentorship Program</td>
<td>Sessions Report</td>
<td>Professional Development and Information sessions for graduating student</td>
</tr>
<tr>
<td>Post Graduate funding info session (DAADI)</td>
<td>Information session</td>
<td>Study in Germany. Presentation to be delivered by DAAD Rep. Ms. Ingelkofer</td>
</tr>
<tr>
<td>University of South Hampton</td>
<td>Presentation</td>
<td>Study in U.K., funding, University programs and etc. by Ms. Haynes</td>
</tr>
<tr>
<td>Field Trip to KASE and Procter&amp;Gamble, Almaty</td>
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Stay Tuned with CAC!