

Your Employability Guide

Exploring, Connecting, Shaping

**Third Year
Bachelor Students**

Congratulations!

You are now in your final year of the bachelor programme at Sorbonne University Abu Dhabi, congratulations! This is a pivotal moment where your academic path meets the reality of the world beyond campus. Whether you are considering entering the workforce, pursuing further studies, or launching your own venture, the steps you take now will shape your professional journey ahead.

This guide offers structured, personalised steps to help you refine your goals, evaluate and finalise your options, and prepare to transition confidently into your next chapter. This guide also builds on what you've learned in previous years, with a strong focus on career readiness, connection, and action.

Every experience you've had at SUAD—academic, extracurricular, or professional—has added a brick to your employability profile. These elements now form a bigger picture that reflects your strengths, choices, and aspirations. Let's make this year count.



Step 1: Clarify Your Career Direction

What is it ?

In your final year, it's essential to clearly identify your post-graduation goals. Are you aiming to secure a job, apply for a Master's degree, pursue academic research or launch your own business? Defining your professional direction now will give focus to your final months at university.

Where can you find the information ?

- [SUAD Career Advising Appointments](#)
- [Current graduate jobs on JobTeaser](#)
- Alumni testimonials and career panels
- Master's programme briefings and scholarship information.

Quick point :

Not everyone graduates with a fully mapped-out plan. Whatever your goal, reflect carefully and ensure your next steps align with your interests, skills, and long-term ambitions.

Takeaways :

- Evaluate your aspirations and options (employment, further studies, entrepreneurship)
- Discuss your plans with your career advisor
- Explore pathways aligned with your academic background and personal values.



Considering Further Studies?

If you're considering a graduate or professional school and pursuing a Master's degree, be clear about your motivation and understand the significant commitment required.

- Research and choose the right program of interest (both in the UAE and abroad) and identify application deadlines; explore scholarship and funding opportunities.
- Proactivity is a must, be aware of the application deadlines.
- Many major corporate organisations in the UAE offer paid graduate programmes, typically ranging from 6 to 12 months, specifically for recent graduates. These programmes provide an excellent opportunity to gain valuable work experience, develop professional skills, and are a great way to kick-start your career while earning a salary (opportunities are available on [JobTeaser](#)).

Step 2: *Enhance Your Job Search Portfolio*

What is it ?

This step is about putting your best professional self forward. Finalise and tailor your CV, write compelling cover letters or introductory emails, select a professional photo, and strengthen your LinkedIn profile. If applicable, prepare a portfolio showcasing your work. Your e-brand should be consistent, polished, and employer-ready.

Where can you find the information ?

- [Career advising at The Career Centre](#)
- [CV Guidelines](#)
- [Career workshops](#) (CV Clinics, LinkedIn Labs)

Quick point :

Recruiters spend seconds scanning CVs. Make yours sharp, relevant, and tailored to the position.

Takeaways :

- Finalise your CV and cover letter for multiple applications
- Review your LinkedIn profile with a career advisor
- Prepare a general and also tailored version of your documents.



Talk to Industry Professionals and Make the Most of Career Events

As a final-year student, there are several major employability events throughout the academic year that you should not miss.

In **November**, the **Astrolabe Career Fair** brings together **over 80 companies** across diverse sectors—an essential opportunity to meet recruiters, explore internships and graduate roles, and expand your professional network.

In **December**, the **Career Networking Night** offers a more personalised setting to engage with professionals, alumni, and industry experts, allowing for deeper conversations and valuable insights.

In **February**, the **Employability Day** combines employer-led workshops, skills development sessions, and CV clinics to sharpen your readiness for the job market.

Finally, in **May**, the **Next Chapter Evening – From Studies to Success** celebrates your transition from university life to the next stage of your journey, whether that be employment, further studies, or entrepreneurship.

Where can you find the information?

- [JobTeaser Events Section](#)
- Email announcements
- The Career Centre

Step 3 : *Apply Strategically*

What is it ?

Start actively applying to jobs, internships, Master's programmes or incubation hubs if pursuing entrepreneurship.

Where can you find the information ?

- JobTeaser (tailored job postings)
- Graduate Programmes from leading employers
- Master's application platforms
- SUAD's entrepreneurship support services

Quick point :

Don't send the same application everywhere. Tailor each one to reflect the role and organisation.

Takeaways :

- Monitor deadlines and application portals
- Apply to roles or programmes aligned with your career goals
- Keep a record of applications and follow up where appropriate



Step 4 : *Prepare for Interviews and Selection Processes*

What is it ?

Recruitment today goes beyond the traditional interview. You may be asked to complete case studies, psychometric tests, or take part in assessment centres. Preparing in advance will help you showcase your skills confidently and adapt to different formats used by employers.

Where can you find the information ?

- [Interview preparation sessions at The Career Centre](#)
- Employer-Led mock interviews
- Soft skills workshops in partnership with the Student Affairs Department and The Career Centre.

Quick point :

For mastering the art of interviewing, practice is key. Confidence comes from preparation, not improvisation.

Takeaways :

- Understand different selection methods used by employers
- Practice answering competency-based and situational questions
- Find out everything you can about the company.
- Familiarise yourself with psychometric and aptitude tests.



Step 5 : *Engage in Internship or Final Year Project*

What is it ?

In your final year, internships and applied research projects are not just academic requirements—they are stepping stones to your professional future. These experiences offer real-world exposure, help you apply your knowledge in practical settings, and provide valuable insight into your chosen field. Whether you're interning in a company or conducting research with industry relevance, you will gain a competitive edge in today's job market.

Where can you find the information ?

- Your academic coordinator
- Internship opportunities on JobTeaser
- Career Centre support and employer contacts
- SUAD Internship Guide

Quick point :

Treat internships like a long job interview—they often lead to real opportunities.

Takeaways :

- Understand your academic requirements and timelines
- Secure a placement early—don't wait for last-minute offers
- Stay in contact with your assigned academic and career supervisors
- Prepare a strong academic and professional profile
- Request letters of recommendation well in advance
- Follow up on admissions tests and application requirements



Step 6 : *Consider Entrepreneurship or Self-Employment*

What is it ?

Some students may choose to launch a business or project upon graduation. SUAD supports this through partnerships and resources.

Where can you find the information ?

- Entrepreneurship courses and workshops organized at SUAD
- External incubators and innovation hubs in the UAE
- Networking with entrepreneurs and start-up mentors

Quick point :

Starting your own venture is bold. Make sure you plan, prototype, and test your idea.

Takeaways :

- Define your value proposition and target market
- Seek mentorship and legal advice
- Look into funding schemes or competitions



Step 7 : *Build Resilience and Navigate Setbacks*

What is it ?

The path to employment or postgraduate success is rarely linear. Rejections, delays, or changes of plan are all part of the journey. Building resilience means maintaining a proactive mindset, staying open to feedback, and learning from experience.

Where can you find the information ?

- [Career advising sessions at The Career Centre](#)
- Soft skills workshops (resilience, emotional intelligence, growth mindset)
- Online resources on JobTeaser (such as the module [Overcoming failures and difficulties](#))
- Alumni members.

Quick point :

Rejection isn't failure—it's redirection. There is no single path from here, no perfect roadmap to follow. Each experience helps you adapt, grow, and gain clarity. True success lies in resilience, learning, and finding fulfilment along the way.

Takeaways :

- Acknowledge challenges but stay solution-focused
- Ask for feedback and use it constructively
- Stay active and positive even in periods of uncertainty

Step 8 : : Transition to Professional Life and Shape Your Identity

What is it ?

Stepping into the professional world means adapting to new expectations—communication styles, teamwork, time management, and professional ethics. This step also involves identifying who you are as a young professional and how you want to be perceived.

Where can you find the information ?

- Career Readiness Workshops (JobTeaser Events)
- Alumni Panels and Mentorship
- Employer Induction Sessions and Employer Days
- Online tools (e.g. Career Explorer modules on workplace integration : Module: [Preparing for life in the workplace](#))

Quick point :

Your degree opens the door—your attitude and adaptability shape your journey inside.

Takeaways :

- Develop a strong professional identity rooted in your values and strengths
- Learn about workplace expectations and dynamics
- Reflect on what success and fulfilment mean to you



Support Beyond Your Studies

Your connection with the University continues well beyond graduation. As a valued member of our alumni community, you have lifelong access to personalized careers advice, support with self-employment, job search assistance, and a wide range of events including careers fairs and masterclasses. Our JobTeaser online platform allows you to explore current vacancies, book skills development workshops, attend employer-led sessions, and enhance your experience to suit your goals.

By the end of your third Year at the University, you will:

- Have a clear plan for your next step: job, further education, or entrepreneurial project
- Be equipped with a strong CV, LinkedIn profile, and job application toolkit
- Have completed an internship or final-year project relevant to your field
- Built a professional network through career events and employer connections
- Practised interviews and prepared for selection processes
- Gained confidence, direction, and the skills to transition into the world beyond university



Share Your Voice – Support Future Graduates

As you approach graduation, your feedback is vital. You will be asked to complete two important surveys: the Graduate Destination Survey (GDS), led by the UAE Ministry of Education, and the SUAD Graduate Exit Survey. These surveys aim to capture your next steps—employment, further study, or other paths—and help enhance academic programmes and student services. Your input also supports future graduates and strengthens SUAD's reputation for employability.

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