

JOB PREP

"The Voice of Career Insight"

Global Information Technology - Monthly Newsletter

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High-tech startups in Michigan Increasing

The number of high-tech startups in Michigan is booming, encouraged by the state's network of SmartZones, which incubates the growth of technology-based businesses and jobs. They direct resources to commercializing ideas, patents and other opportunities. Accelerators like NextEnergy and Wayne State University-based Techtown bridge startups from incubation to commercialization. Michigan is the unrivaled epicenter for R&D activity, testing prototyping and manufacturing for all aspects of connected vehicles and intelligent transportation systems.

Don't Make These Mistakes

1) **Arrogance** - Too many techies come across as arrogant in interviews, says Sean Chou, CTO of Fieldglass, a software technology company. "A lot of techies are very talented, but what comes out is arrogance," he says. Arrogance suggests "they can't be a team player," Chou notes.



2) **Too Negative** - Some techies who have seen tough times may mistake an interviewer's friendly demeanor as an invitation to confide. Some candidates use interviews as therapy sessions and don't even know it. If this is you, stop.

*Global I.T.'s Monthly
Thought Provocation*

*Tomorrow, is the first
blank page of a 365
page book. Write a
good one."*

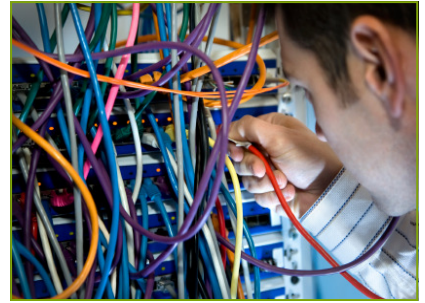
- Brad Paisley

Special Points of Interest In This Issue of 'JobPrep'

- Michigan's Growing Technology Sector
- Interview Errors
- NEW! Wellness Corner
- Working with a Recruiter
- 2017 Hottest IT Skills
- And much more!

How U.S. tech-sector jobs have grown, changed in 15 years

Since the World Wide Web was conceived 25 years ago, it's become a major reason why computers, smartphones and other data/communication technologies are integral parts of most everyone's daily lives. Among other things, that means many more Americans are employed in developing, maintaining and improving those devices and the communications networks they use. Pinning down just how many, though, turns out to be rather tricky.



To get a sense of the Web's impact on employment, Pew Research Center analyzed data from the Occupational Employment Statistics program, a joint federal-state effort to catalog the structure and compensation of the nation's workforce. The program sorts wage and salary workers into some 800 different occupations, from CEOs to short-order cooks. Twice a year, the program collects payroll data from about 200,000 employers; each set of occupational estimates combines the six most recent semiannual panels, for a total of 1.2 million establishments. (Though, it's important to note that the data exclude self-employed workers.)

The most recent estimates indicate that about 3.9 million workers — roughly 3% of the nation's payroll workforce — work in what we might think of as “core” tech occupations — not people who simply use computing technology in their jobs, but whose jobs involve making that technology work for the rest of us. (We excluded occupations involving the installation and repair of telecommunications lines and equipment, as well as computer repairers.)

How has that workforce changed over the past 15 years? That's harder to answer. The first year for which estimates are available across all industries is 1997, nearly a decade after the Web went live and well into the first phase of the dot-com boom. And because occupational categories and definitions have changed over the years, not all the 1997 figures can be directly compared with the 2012 ones. Nonetheless, Pew selected the 1997 tech-related occupational categories that are broadly comparable to the 2012 ones, and found about 2.2 million such jobs — about 1.9% of the 1997 payroll workforce.

We accept Veterans/GI Bill Post 911 benefits.





Work smarter and land a job over the competition

These days, to land a job over the competition, you have to work smarter. The hard part is to get your resume read by the right people at the right time. Good jobs aren't on the market very long. To succeed your resume has to be available to the employer the moment they decide to fill a position.

One easy way to be found by employers who are looking to hire someone with your skills, is to post your resume on all the top job sites and niche job boards. This is a proven, documented method of successful job searching. While it may take a fair amount of time to find and fill out the forms of all these sites, you will definitely multiply your chances of landing a job.

If you want all the benefits without all the work, you can let a service like Resume Rabbit do it for you. You fill out one simple form and they'll instantly post your resume on up to 92 top job sites like Job.com, CareerBuilder, Net-Temps, Dice & more. Then you'll be seen by over 1.5 million employers & recruiters daily. It takes ONLY 5 minutes and saves 60 hours of research and data entry.

Three magic phrases every interviewer wants to hear

1: "I've had a lot of success with that in the past." Beyond relevant experience, hiring managers love to hear that you not only have the skills they're looking for, you excel at them.

2: "I'm really excited about that." For many interviewers, someone who is enthusiastic inherently seems more motivated.

3: "I actually just spoke with XYZ to learn more about that." Show how you're willing to learn and that you're, in fact, already learning. This shows self-awareness and initiative to improve upon this area.



Working with a Recruiter

Sooner or later, you're going to call a recruiter or - if you've got in-demand tech expertise - find yourself on the receiving end of such a call. Before you decide you want a recruiter on your side, review these answers to common questions about working with recruiters.

Should I work with more than one recruiter?

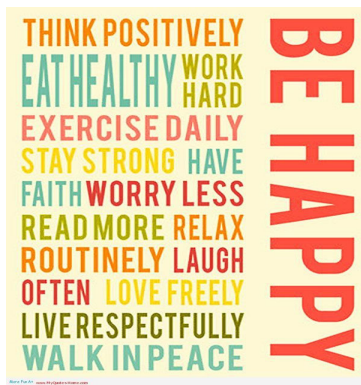
In general, it's best to work with several recruiters, as each recruiter works with specific companies, and you want access to the broadest range of options.

What if two recruiters submit my resume for the same job?

Don't let it happen. As the job seeker, you need to keep tabs on where your resume is being submitted. Be sure recruiters get your approval before submitting your resume. If your resume arrives at a company from two different recruiters, it may disqualify you straight off.

What qualities should I look for in a recruiter?

Look for a recruiter who's honest. Meet with the recruiter. You want someone who's a good listener and who will respond to your phone calls or emails. Consider whether the recruiter knows your particular industry segment, too. Learn to be open and be honest about what you want to achieve.



GIT Wellness Corner

Seven Dimensions of Wellness

Wellness is much more than merely physical health, exercise or nutrition. It is the full integration of states of physical, mental, and spiritual well-being. The model used by our campus includes social, emotional, spiritual, environmental, occupational, intellectual and physical wellness. Each of these seven dimensions interact in a way that contributes to our own quality of life.

Career Guidance Column



“Andrei - The good news is I got the job. The bad news is I’m worried I might be settling for a position that isn’t the right fit for. So where do I go from here?”

Look, the honest truth is there are times when you'll have to take any job you can get, even if you know it's a bad fit. Maybe your house is about to be foreclosed on, you can't make rent, or you have a family depending on you for income. I completely understand there will be times when finding ANY job is a priority over the PERFECT job. My advice is to keep your resume out there and looking for that perfect job - but in the mean time grab the experience and pay some bills!



Contact Us

Call us for more information about our exclusive IT services. We will help you begin your new career today.

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Upcoming IT Courses - Starting Soon

A+ - 13, 17, 19	Oracle I2c - 6,10, 17, 19, 29	Access - na
Dreamweaver - 11, 23	Oracle II g - na	Professional - na
BA - 10	Security - 5	PowerPoint - 21, 28
Ethical Hacker - 31	SQL - na	SharePoint - 6, 17
CCNA - 20	Web Pro - 2	XHTML - na
ASP.Net - 13	Network+ - 21, 31	Photoshop - 8, 15
Java - 10, 18	MCSA - 13, 31	Flash - 27
Linux+ - 13, 16	Outlook - na	Software Q& - 6, 10
Excel -5, 14	PMP- 24	NEW!....CCNP
MSSA - na	Word - na	NEW! SQL Server 2012 - 5
CISSP - 10	CCNP - 12	



"I've got the job, now what??"

It might take about three months to feel like you've got the hang of your job responsibilities, but the first week is when you make your first (and lasting) impression and begin making new office friends. **US News** published a list of "42 Rules For Your First Week," and GIT has chosen five, one for each work day, that we think are most important .

1. Show up on time. This is especially important on day one because someone else is likely working you into her schedule. The person who shows you around and gets you situated has her own job to do, too. **2. Remember coworkers' names.** Even if you're not out to make work friends, it's crucial that you remember the names of colleagues in order to begin establishing a respectful rapport. **3. Assume the training will help you do your job.** Training can be terribly boring, particularly if you tend to learn better through hands-on experiences, but approach any training processes with the mentality that you'll get something out of it. You're likely to take away at least a couple of pointers, and it's a great opportunity to ask questions before being thrown into your daily grind. **4. Observe first—then speak.** It's easy to feel overwhelmed and nervous when beginning a new job, so to stop those nerves from making you say something that isn't the smartest, step back before you step in. **5. Ask for work.** Be proactive from the start and keep yourself busy to show what kind of worker you are, which is particularly important during your first weeks when opinions are being formed about you.



Technical Advice



Happy New year! This month no advice, but a heads up for what's in store for 2017 - starting with your home. The Internet of Things (IoT) has, for some time, suggested the interconnectivity of otherwise separate devices and ecosystems; connected devices improving the practicality of our day to day lives. 2017 will see the IoT come to a domestic setting in a big way – with connected devices pulling the idea of the smart home sharply into focus. Thanks to prospective pushes from the likes of LG and Samsung, the smart home market looks set for sudden growth. The industry drive may mean surges in home sensor and security products (accessed and controlled via a smartphone). But it will also mean more smart devices aimed at monitoring utilities and home systems, aiding productivity and delivering entertainment.

The Most In-Demand IT Skills for 2017

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Whether you're looking for a new job or want to move up in your organization, knowing what skills employers are looking for can give you a leg up in climbing the career ladder. And if you're looking for work in IT, you're in luck because it's one of the fastest-growing sectors in the United States. In the fourth quarter of 2016, U.S. employers added 337,000 IT jobs, and that number is slated to grow even more in the coming year. So, what skills are employers looking for? Here are five of the most in-demand skills for IT pros in 2017.

Security—With new security breaches and hacks happening every day, it's more important than ever for organizations to secure their networks and information. While security analyst is one of the fastest-growing jobs ever tracked by the U.S. Bureau of Labor Statistics, there are a range of other opportunities as well for people who can proactively analyze network and user behavior to identify and mitigate threats before they occur. And security skills don't just apply to security specialists – all IT pros should make infrastructure and data security part of their everyday job. Need to brush up on your security skills? Check out CompTIA Security+, Cybersecurity Analyst (CSA+) and CompTIA Advanced Security Practitioner (CASP) certifications.

Data—Organizations gather massive amounts of data, and they need employees who can organize it, analyze it and explain it to decision makers. Candidates with experience using business intelligence tools, data-related programming languages like SQL, and database tools like Hadoop and Oracle are in high demand. Those who can interpret the data and translate it in a way that helps inform senior leaders about business needs, competition and opportunities are even more valuable.

Mobile – According to Computerworld's 2017 Tech Forecast, 35 percent of the 196 IT executives surveyed plan to increase spending on mobile applications in 2017. Even if your specialty isn't app development, employers want IT pros with mobile proficiency to manage and maintain the apps once they launch, understand user interface and experience, and ensure programs work on a variety of devices.

Cloud—With cloud spending expected to hit \$195 billion by 2020, organizations will continue to need IT pros who understand how the cloud works, where it works best and how to secure it. If innovation and cutting-edge technology excite you, having cloud skills can position you for a wide range of opportunities. CompTIA Cloud Essentials and Cloud+ certifications can give you the jump start you need.

Soft Skills— Being able to communicate well and foster relationships will never go out of style, and it's becoming even more important for IT pros to have these skills. With every department and every staff member relying on technology to do their job better, smarter and faster, IT pros collaborate with everyone from entry level to the C-Suite. And when you have an idea about how to implement or improve technology in your organization, you need to decision makers to understand its importance and get on board.

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Call us for more information about our exclusive IT services. We will help you begin your new career today.

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