The essential interview prep list and cheat sheet

You scored an interview for the job you want. Now what? Leading up to your interview, you'll need to make sure you're prepared and informed so you can speak in a relaxed, authentic, and knowledgeable manner in the interview. While you won't want to memorize your cheat sheet word-for-word or cross off items during your interview, you will want to keep it handy to reference.

Get organized
You may be out of school, but you'll still need to study for your interview if you want to nail it.

Learn about the company. Understanding the company can inform your answers in the interview, and it can also help you prepare questions you'll want to ask about the culture or organization. Visit the organization's website and read its "About Us" page, seek out company reviews from former employees or current customers, and ask people in your network if they have any experience.

Learn about the field or industry.
What trends are taking place in this industry? Is it maintaining its value? Know where your skillset will be used within the particular industry?

Examine the job description. You'll want to consider how this role fits within the organization, and what it needs from the professional who fills it.

Research salaries. Understand the market rate for the position, and assess what your own salary needs are.

Confirm your references and learn about your interviewers. Try to learn who you will be speaking with and confirm with your references to expect a call.

Apply for the Global IT Scholarship Program

Global Information Technology is proud to provide the GIT Scholarship Program. Every month, this scholarship will be awarded to highly driven individuals wanting to begin or advance their IT career. Exclusively, the scholarship will provide a grant of $2,500.00 towards any certification course or remote live training at

Apply here:
https://www.global-itech.com/the-global-it-scholarship/

GIT thought provoking corner

"You're allowed to be disappointed. You're allowed to be angry. You're allowed to be scared. You're allowed to cry. But, you're not allowed to give up."

— *Unknown*

A day in the life …………
AWS Solutions Architect

You probably know working as an AWS Solutions Architect (SA) will mean you use your skills and expertise to help develop advanced cloud-based solutions and migrate existing workloads to the cloud. But what does that really look like, when you're looking at a typical day in the life of an AWS Solutions Architect? What can you expect once you have the training and land the job? Read on to find out. The AWS cloud platform powers a huge number of businesses in and around 190 countries, and AWS certified Solutions Architects average about $126,000 per year. Professionals with AWS certification have an in-depth understanding of AWS

architectural principles and services. They can plan, design, and scale AWS cloud implementations using the best practices recommended by Amazon.

As an AWS Solutions Architect, your job will involve just that: architecting solutions. Therefore, part of your days will be spent meeting the sales and/or customers. These might be in-person meetings or being part of conference calls so you can learn about the problems and needs. This depends on which company you're working for, and your exact role within the company. Some AWS Solutions Architects are focused more on products and not on the customers. Although most work to help design solutions for customer problems.

The work you do for customers will also depend on where you're working and what your tasks are, as well as where the customer is in their level of AWS adoption.

Creative ways to make employment gaps less obvious on a resume

Many of us take time off, for one reason or another, from working. Sometimes, it's by choice - maybe you were raising a child, traveling, taking care of a sick relative, or went back to school. In other cases, your time off from work may occur because you were laid off or fired and it took time to find a new job.

What is the best way to explain an employment gap on your resume and during a job interview? Here are some creative ways to do just that:

1. **Use Dates to Cover up the Gap:** When listing dates on your resume, you don't need to list the month/year if you were in a position for over a

year or if your position spans multiple years. For example, you could say 2015 - 2017 (rather than May 2015 - August 2017) for a position. Then, if your next job began in November 2017, you can list it as 2017 - Present, which makes the nine-month employment gap less obvious.

2. **Consider a Different Resume Format:** You can format your resume to minimize the visibility of gaps in your employment history.

   For example, you can put the dates in plain font instead of bold. Or, you can use a smaller font than the one you're using for the company name and your job title.

3. **Omit a Job (or Two) on Your Resume:** You don't need to include all your experience on your resume, especially if you have been in the workforce for years. It's acceptable to limit the years of experience you include on your resume to fifteen years when seeking a managerial or professional position and

ten years when looking for other positions.

4. **Include Other Experience Gained During the Gap:** What did you do while you weren't employed? Did you freelance or consult? Take a sabbatical? How about volunteering? All those experiences count as work and can be included on your resume. List them as you would list your other jobs - with job title, company name, job description, and dates of employment. If you took a class, you could list that in the education section of your resume. If you participated in a gap year experience, that information could be include on your resume as well.

There are ways you can almost seamlessly return to work after a career break. Make sure that you make a very strong case for why your target job would be exciting for you and an excellent fit.

Upcoming class schedule at GIT

Do not miss out on your opportunity to enroll into one our cutting-edge technology classes, taught by our world class instructors!

Complete course schedule here: https://www.global-itech.com/online-schedule/

"I want to take this opportunity to tell how pleased I am with having selected Global Information Technology for my training. My experience has been very positive and I would recommend GIT to anyone wanting to upgrade their IT skills." - Mike McCain

Page 3

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Career Guide

Quick & to the point - Career Advice

Question: "I've heard it all need this question settled – how long should my resume be??"
 - Jason Walker

Answer: The length of your resume should be based on your experience and the type of job you're seeking. For entry-level applicants, less is more. Aim for a one-page resume. This is the same for most employees transitioning to a new career field.

If you are a mid-level candidate (with about 5 -10 years of related experience), you might write a two-page resume. This allows you the space to include all relevant information and work history, while still making your resume readable. You might also write a two-page resume if you are in a field that requires technical skills. This resume length will allow you

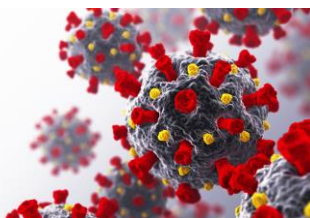the space to include your technical skills and experiences.

Executives or senior-level managers often have a long list of accomplishments and experiences that they have to include. The same is true for people in the sciences or academia who want to include their licenses, patents, or publications. These job seekers can write a resume that is three pages long or even longer. Here are tips for writing a resume at any length.

GIT career workshops
Learn for Free Each Day

Global Information Technology is giving back to the community by offering free classes (live streamed instructor led workshop) during Covid-19 crisis we all are facing. Learn from Introduction to coding, Java, web design, LinkedIn Basic, Project Management, Business Analyst, Agile to Microsoft office. Each free workshop will be live-streamed through our Virtual classroom environment. Before the workshop, we will send you a link for the meeting. Learn more and register for the topic(s) of your choice:

https://www.global-itech.com/free-seminars/ or Email: placement.services@global-itech.com

Global Information Technology - Coronavirus (COVID-19) Update

Are classes still running?
All classes are running Virtual live Instructor Led class room environment live until July 30, 2020 (subject to change based on guidance from local health authorities).. In any case, you can retake the class for free within a year (see below).

Our Virtual live Instructor Led class room training is interactive and hands-on, just like our in-person classes. There are no extra fees and we will work with you to ensure your setup is perfect.

Free Retake Period Extension
We have extended the free retake period to up to one and half years for any signups or class dates between March 31,

2020 and July 30, 2020. This allows you to attend live Virtual live Instructor Led class room now and come back in-person anytime within one and half year of the class date.

Re-scheduling
We are allowing attendees to re-schedule at no charge or keep class credit for up to 1 ½ years. Email us at info@global-itech.com.
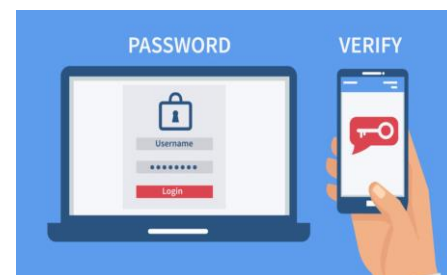
Student and Staff Protections
We are monitoring all developments and following CDC and local health authority guidelines. We are also committed to the following:
- Providing hand sanitizer, disinfectant wipes, and washing stations
- Cleaning each room before and after each class
- Requiring all students and instructors to follow hygiene guidelines before entering a classroom
- Limiting in-person attendees per class to keep spacing between students
- Not allowing any students or staff to enter the facilities who exhibit symptoms

Protect Yourself & Others
See the World Health Organization's advice for best practices: https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public

The latest thing: Multi-factor authentication

Multi-factor authentication is an authentication method in which a computer user is granted access only after successfully presenting two or more pieces of evidence (or factors) to an authentication mechanism: knowledge (something the user and only the user knows), possession (something the user and only the user has), and inherence (something the user and only the user is).

Two-factor authentication (also known as **2FA**) is a type, or subset, of multi-factor authentication. It is a method of confirming users' claimed identities by using a combination of *two* different factors: 1) something they know, 2) something they have, or 3) something they are.
A good example of two-factor authentication is the withdrawing of money from an ATM; only the correct combination of a bank card (something the user possesses) and a PIN (something the user knows) allows the transaction to be carried out.

Two-step verification or **two-step authentication** is a method of confirming a user's claimed identity by utilizing something they know (password) and a second factor *other* than something they have or something they are. An example of a second step is the user repeating back something that was sent to them through an out-of-band mechanism (such as a code sent over SMS), or a number generated by

an app that is common to the user and the authentication system.

The digital economy at fingertips

CompTIA presents Cyberstates™, the definitive guide to national, state, and metropolitan area tech sector and tech workforce analytics. Cyberstates aggregates mountains of data and transforms it into easy to understand visuals and transforms it into easy to understand visuals and actionable insights. actionable insights. CompTIA released a report on the IT job market and found (www.cyberstates.org)

1. There are 12.1 million tech jobs in the U.S., with 307,000 added in the last year.

2. The largest category of tech jobs is software and web developers, at 1.6 million jobs. Cybersecurity and systems analysts were the second-largest category, at 740,286.

3. In 2019, there were 4.6 million tech job postings, including 822,000 in emerging tech areas.

4. The economic output of the tech industry is about $1.9 trillion, and the average wage for tech workers is nearly double the average national wage.

5. There are 557,000 tech businesses in the U.S., including 13,400 startups or business units that were launched last year.

Many firms predict that IT jobs will grow this year. Janco Associates predicted there would be 95,400 IT jobs created in 2020, despite the COVID-19 pandemic. The firm projects
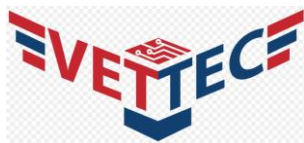
that hiring of IT consultants and contractors will slow, but were more optimistic about positions opening up for other IT specialists and executives.

VETERNS, GET READY TO POWER YOUR TECH FUTURE AT GLOBAL IT

VET TEC

What is VET TEC Program?

VET TEC is a new tuition and housing assistance program to fund veteran job training in the technology field. It's an alternative to the Post-9/11 GI Bill, with a focus to get veterans into high-tech skills that are in demand in today's workplace.

Does Global Information Technology (Global IT) accept the VET TEC benefits?

Yes, Global Information Technology (Global IT) is approved by Department of

Veteran Affairs to receive benefits under VET TEC Program. Service members interested in enrolling in one of our VET TEC programs should

begin by filling out the contact form below. Afterwards, one of our career advisor/ certifying officials will contact you to

schedule a tour and/or answer any questions you may have.

How do I use my Post 9/11 G.I Bill?

Global Information Technology is approved by the State of Michigan Proprietary School Education and the US Department of Veterans Affairs, to accept Veteran education benefits. These benefits may cover up to 100% of tuition and fees, and can provide a percentage stipend for your courseware, lodging, testing and other training-related costs as well.

For more information about your specific benefits in regards to your service, call 248-557-2480 to set up an appointment

with one of our career advisor or visit https://www.global-itech.com/va-program.