

# EU Careers Services Department



**#StartHere**

# Contents

- 01 The EU Career Services Department
- 02 Career Guidance & Counseling
- 03 Workshops & Guest Speaker Sessions
- 04 Internships
- 05 Networking Events & Career Fairs
- 06 Career Roadmap
- 07 FAQs
- 08 Contact us



“

The careers department at EU gave me some great advice, helped me with my CV and even organized a photo shoot so I could get a great profile photo.

**Irina Kozlova**  
**MBA in International Marketing**

# The EU Career Services Department

The Career Services Department at EU Business School assists students with their personal and professional development to ensure successful career prospects and boost their future employability.

Through the career services, students receive guidance and resources at each stage of their professional journey.

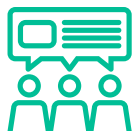
The department offers four main services to students:



Career guidance and counseling



Internships and job placement assistance



Workshops and seminars



Networking events and career fairs



Companies will often look for internship experience when hiring at entry level and it gives you a chance to experiment and see if you would really enjoy the field you want to go into.

**Pawan Kim**  
**BBA**

# Career Guidance & Counseling

The EU Career Services Department offers advice to students on a one-to-one basis and in group sessions to help enhance their career prospects and successful job search. We prepare students to set foot in the job market, helping them to create their professional identity and personal brand while they transition from student to job candidate.

When students use our career services they receive guidance from deciding what their next step is to changing careers, job search, preparing for interviews or difficult transitions.

EU Business School enjoys a solid reputation among recruiters and local companies. The caliber of our students and the efficiency of EU's independent, dedicated EU Career Services Department provides a distinct competitive edge in job interviews.



### Build a professional online identity

Assist in making your professional social media profiles appealing to recruiters.



### Optimize your CV and cover letter

Compose several different CVs that you can tailor to the position you are applying for.



### Prepare for your interview

Preparing for various types of interviews, revising possible interview questions and scenarios.



The careers department helped me with my CV and helped me get an internship at an American corporate company, where I worked as a marketing specialist.

**Martina Corradi**  
**MBA in International Marketing**

# Workshops & Guest Speaker Sessions

The EU Career Services Department regularly organizes training sessions focused on various aspects of career development. Topics can range from resume writing and cover letter crafting to networking strategies and interview techniques. Students are provided with industry-specific insights and trends to keep them informed about the job market.

---

## Training Drops

Training drops are 30-minute, online sessions in which our career advisors give students advice to prepare them for selection processes. These sessions are recorded and available on-demand as a capsule course via Moodle.

---

## Workshops

We organize hands-on coaching and development workshops which are tailored to each program alongside panel discussions, competitions and career speed-dating events. Our workshops cover various topics integral to career development such as job selection, personal branding and contract negotiation.

---

## Guest Speakers

We invite external experts, including professional consultants, coaches and alumni, to share their advice for job-hunting success with insider tips and tricks in the form of masterclasses and workshops.



I attended lectures on writing a good resume, which also helped me a lot in creating a clear and effective resume.

**Kateryna Pidmohylna**  
**Master in Fashion & Luxury**

# Internships

At EU Business School, internships are extracurricular, and so, not mandatory. However, participating in an internship is strongly recommended since it's the easiest and most effective way to enter the job market and get a hands-on experience that will complement students' academic training.

The Career Services Department collaborates with a wide range of companies and organizations to help students find internships and job opportunities. This service includes updated job boards, facilitating recruitment drives, and organizing job fairs. They also provide assistance in applying for these positions and preparing for the selection processes.

## Student requirements

- ✓ 3rd year bachelor, master or MBA student
- ✓ Enrolled and actively studying at EU
- ✓ Valid NIE for duration of internship

## Company requirements

- ✓ Based and fiscal address in Spain
- ✓ Register student with Social Security Number

## Agreement requirements

- ✓ Max. 30h per week
- ✓ Max. 20-25h per week (Derby program students)
- ✓ Max. 750h during entire program
- ✓ Schedule does not clash with academic calendar



“

The greatest advantage (of doing an internship) is that you get to understand why you're studying what you're studying.

**Emmanuel Doffou**  
**Master in Communication & PR**

# Networking Events & Career Fairs

The Career Services Department is constantly organizing events that are designed to connect students with industry professionals, alumni, and potential employers. Networking events and career fairs can provide direct opportunities for students to meet and interact with recruiters from various companies.

## Business Immersion Weeks

Once per semester, we host our Business Immersion Weeks which feature guest speakers, interviews with companies, workshops, panel discussions, networking events and more.

During this event, students gain insights while networking and fostering valuable connections and enhancing their understanding of industry trends and career opportunities.

## Annual Career Day

Company partners are invited to meet students and present them with exciting internship and job opportunities at our career fairs. Students can browse the company stands and find out about current and future vacancies while showcasing their employability.



## Company visits

Thanks to our company partners, students are able to visit a variety of national and international businesses. This allows students a glimpse into the inner workings of some of the most well-known and successful companies in the world.



“

What I really enjoyed was the real-world experience I gained from my lecturers and company visits, which also gave me insights into the world outside my comfort zone.

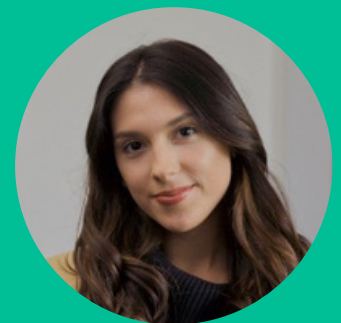
**Boris Bugarski**  
MBA

# Career Roadmap

Our career advisors accompany students through the process of getting a job. They are here to discuss their educational and professional background and interests, helping students to make good first decisions in their career journeys.

They will suggest actions according to students' goals and help them develop a career path and job search strategy one step at a time to ensure they are ready to enter the job market when the time comes.

The following steps are a guide to how this process will look.



“

Doing internships during your studies increases your chances of securing a good job after you finish your studies.

**Maria Paula Brenes Mata**  
BA in Communication & Public Relations

# FAQs

## Can the careers department find me an internship?

We train students to prepare for the job market, developing new skills and sharing relevant knowledge so they are ready to take the first steps. Students will also benefit from our company partnerships through which we have exclusive access to job vacancies via our career portal.

## What should I do if I have found an internship?

You will need to communicate this to the careers department so that you can obtain an internship agreement, a legal requirement in Spain.

## Who is eligible for an internship?

You must be a master, MBA or 3rd year bachelor student to do an internship. You must also be enrolled and actively studying an EU program and possess a valid NIE.

## What should I do if I want to start an internship but I'm in the process of renewing my NIE?

We can only prepare an internship agreement until the expiry date of your current NIE.

## How do I obtain a work permit?

Each case is different and depends on where you are from. We recommend you contact an external immigration lawyer to help you in this process as the careers department cannot help you obtain the work permit.

## What can I do to work toward my future career if I am in the first or second year of my bachelor's program?

We recommend that you develop your base skills and work on your CV and LinkedIn in preparation. We will help you by providing workshops and seminars. See more on page 3.

## Can I receive help from the careers department once I graduate?

We are always willing to help but once you graduate, your first contact will be the EU Alumni Relations Department, who can provide you with tools to help you expand your professional network and find graduate jobs.



When I was still a student at EU, I started with a temporary contract at AXA and worked my way up to a full-time permanent position upon graduation.

**Vishal Sandhu**  
**BSc in International Business**

# Contacts

Please do not hesitate to contact the EU Careers Services Department with questions or requests as they arise during your time as a student.

Whether you are interested in updating your professional profile or simply need more information, we are always happy to provide support and guidance.

For all inquiries, please contact us via phone or email:

## **EU Careers Services Department**

Tel. (+34) 932 018 171

[careers.bcn@euruni.edu](mailto:careers.bcn@euruni.edu)



“

I recommend that students read as much as they can and participate in as many workshops and career fairs as possible.

**Yulia Kozlova**  
**MBA in Global Banking & Finance**