

CAREER GUIDANCE AND COUNSELLING

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CAREER

- **Career is an occupation or profession, especially one requiring special training e.g. lawyer, doctor, nurse, carpenter, teacher, professor, politician, social worker, painter, artist, architect, farmer, horticulturist, driver, plumber, student, trainer, vendor, service provider, AC mechanic, electrician, tailor, fashion designer, actor , singer, dancer, pilot, soldier, nutritionist, blacksmith, potter, cobbler, tutor, hedge cutter, gardener, security guard, maid servant, clerk, assistant, dentist, peon, helper, sweeper, tile fixer, mason, bar bender, cleaner, optician, shop keeper, entrepreneur, hotelier, industrialist, businessman, turner, welder, cook, barber, loco driver, guitarist, etc.**

CAREER SUCCESS

- **Career success is a subjective term and means different things to different people. One should build one`s career around **what one values and what one`s skills are**. Your values and skills should match with your chosen career. A mismatch between career and values and skills may adversely impact one`s success in career.**

CAREER GUIDANCE AND COUNSELLING

- It is a comprehensive developmental program designed to assist individuals in **making and implementing informed educational and occupational choices**. A career guidance and counselling program develops an individual`s competencies in **self-knowledge, educational and occupational exploration and career planning**.

CAREER COUNSELLING

- **Career counselling is a type of advice giving and support provided by career counsellors to their clients to help clients manage their journey through life, learning and work changes. This includes: career exploration, making career choices, making career changes, lifelong career development and dealing with other career related issues- Wikipedia**
- **Career counselling is a professional intervention which is conducted on one-on-one basis or in small group. It helps client in making complex decisions and facing difficult situations.**

CATEGORIES OF ASSESSMENT TOOLS

- **Three popular categories of assessment tools include the following:**
- **Interest inventories.**
- **Personality inventories.**
- **Aptitude tests.**

INTEREST INVENTORIES

- **Interest inventory is a measure of vocational interest across six domains mentioned below:**
- **Realistic**
- **Investigative**
- **Artistic**
- **Social**
- **Enterprising**
- **Conventional**

Most of the people usually exhibit one predominant domain.

PERSONALITY INVENTORIES

- **There are two types of personalities:**
- **Some people may have introvert personality.**
- **Some people may have extrovert personality.**

It is not advisable to label someone as totally introvert or totally extrovert because most of the people are somewhere in between.

APTITUDE TEST

- Aptitude test predicts **whether a particular person will be able to be successful in particular profession** e.g. a physicist is unlikely to succeed without mathematics.

USUAL SCENARIO IN HIGH AND SENIOR SECONDARY SCHOOLS

- **Some students are likely to prove to be dropouts during their studies of 9th, 10th, 11th and 12th standard.**
- **Some students would pass matriculation.**
- **Some students would pass 10+2.**
- **Some of the students would like to go abroad after passing out matriculation or 10+2.**
- **Some of the students may like to join ITIs, polytechnics, nursing course or some other stream of education on passing matriculation.**
- **Those who intend to go abroad, may go for higher studies, may join some relatives` on-going business or profession, may set up on business or may go in search of job.**

USUAL SCENARIO CONTD...

- **Vast majority of those who would pass 10+2, may like to opt for higher education. A suggestive list of higher education courses is:**
- **Medical/Pharmacy.**
- **Forestry/Animal husbandry.**
- **Catering and hotel management.**
- **Engineering and technology/Architecture/Town & country Planning.**
- **Performing arts and visual arts.**
- **Laws/Journalism.**
- **Education (NTT/ D. Ed./B Ed./ M. Ed./Special Educator)**
- **Management.**
- **BA/ B. Sc./ B Com./BBA/BCA/B Sc. IT/MA/M Sc. M. Com. and other university courses.**
- **Agriculture/Fisheries**

JOB AND CAREER

- Army/ Navy/ Air Force/CRPF/ITBP/ BSF/ISF/ Para military forces/ Black Commandos/State police.
- Chef/Cook/Banking and Insurance jobs/ Jobs in Indian Railways/Central and State PSU Jobs/Central and State Govt. Jobs./Municipal Corporation jobs.
- Central and State Civil Services/ CPWD Jobs/State PWDs/ Power utilities/ Telecom Sector Jobs.
- Judiciary jobs/ Teaching Jobs/Healthcare Sector Jobs/Sports Jobs
- Organized Private Sector jobs.
- Unorganized Sector jobs.

SECTORS OF EMPLOYMENT

- **Automotive sector**
- **Aerospace and Aviation sector**
- **Agriculture sector**
- **Apparel made-ups & home furnishing sector**
- **Beauty and wellness sector**
- **Banking, financial services and insurance sector**
- **Capital goods sector**

SECTORS OF EMPLOYMENT

- **Construction Sector**
- **Domestic workers sector**
- **Electronics sector**
- **Hospitality and food sector**
- **Furniture and fitting sector**
- **Gems and jewellery sector**
- **Handicrafts and carpet sector**

SECTORS OF EMPLOYMENT

- **Healthcare sector**
- **Hydrocarbon sector**
- **Iron and steel sector**
- **Plumbing sector**
- **Infrastructure equipment sector**
- **Instrumentation automation surveillance & communication sector**
- **IT-ITeS sector**

SECTORS OF EMPLOYMENT

- **Leather sector**
- **Life Sciences sector**
- **Logistic sector**
- **Management & Entrepreneurship and Professional sector**
- **Media and entertainment sector**
- **Plastic and coating sector**
- **Power sector**
- **Retail sector**

SECTORS OF EMPLOYMENT

- **Rubber sector**
- **Green jobs sector**
- **Mining sector**
- **Persons with disability sector**
- **Sports, physical education, fitness & leisure sector**
- **Telecom sector**
- **Textile sector**
- **Tourism and hospitality sector**

SELF-EMPLOYMENT AND ENTREPRENEURSHIP OPPORTUNITIES

- **Family Business**
- **Self-employment**
- **Entrepreneurship**
- **Innovative businesses**
- **Trading**
- **Franchises**
- **Service Provider**
- **Brand builder**
- **Consulting**

WHAT SHOULD A CAREER COUNSELLOR KNOW?

- Deep understanding of career outlook. (Knowledge of economy, SSCs, sectors of economy, employment trends).
- Generation differences (Generation Xers-those born between 1965-80, are skeptical and independent, Generation-Y or Millennial- born between 1997-2012, believe in seeking feedback and working in teams, and Baby Boomers-born between 1946-64, are very hard working and competitive).
- Good in listening and communicative skills.
- Flexibility and tolerance.
- Empathy.
- Insight to read between the lines.

A career counsellor should preferably be a trained psychologist/social worker or a person with doctoral degree in guidance and counselling.

WHAT IS EXPECTED FROM A CAREER COUNSELLOR?

- **Expertise in conducting assessment.**
- **Determining students vocational strengths.**
- **Administering and interpreting aptitude tests.**
- **Impart knowledge of job hunting to students.**
- **Resume writing skills.**
- **Collaborating with students/parents.**
- **Positive, compassionate and encouraging.**

POLYTECHNIC COURSES

- **Diploma in Computer Science and Engineering**
- **Diploma in Civil Engineering**
- **Diploma in Automobile Engineering**
- **Diploma in Electrical Engineering**
- **Diploma in Interior Decoration**
- **Diploma in Electronics & Communication Engineering**
- **Diploma in Fashion Engineering**
- **Diploma in Ceramic Engineering**
- **Diploma in Art and Craft**

POLYTECHNIC COURSES

- **Diploma in Art and Craft**
- **Diploma in Mechanical Engineering**
- **Diploma in Chemical Engineering**
- **Diploma in Instrumentation & Control Engineering**
- **Diploma in IT Engineering**
- **Diploma in Electronics and Telecommunication Engineering**
- **Diploma in Aeronautical Engineering**
- **Diploma in Petroleum Engineering**

POLYTECHNIC COURSES

- **Diploma in Aerospace Engineering**
- **Diploma in Mining Engineering**
- **Diploma in Automobile Engineering**
- **Diploma in Genetic Engineering**
- **Diploma in Biotechnology Engineering**
- **Diploma in Plastic Engineering**
- **Diploma in Agriculture Engineering**
- **Diploma in Food Processing and Technology**

POLYTECHNIC COURSES

- **Diploma in Power Engineering**
- **Diploma in Infrastructure Engineering**
- **Diploma in Production Engineering**
- **Diploma in Metallurgy Engineering**
- **Diploma in Motorsports Engineering**
- **Diploma in Environmental Engineering**
- **Diploma in Textile Engineering.**

ITI COURSES

- **Wireman**
- **Cutting and Sewing**
- **Pattern Making**
- **Plumbing**
- **Welder**
- **Book Binder**
- **Carpenter**
- **Embroidery and Needle Work**
- **Tractor Mechanic**
- **Fabric Weaving**
- **Stenography**
- **Beautician**

ITI COURSES

- Draughtsman- Mechanical
- Draughtsman -Civil
- Diesel Mechanic
- Pump Operator
- Motor Driving -cum Mechanic
- Computer operator and Programming Assistant
- Turner
- Dress Making
- Secretarial Practice
- Hair and Skin Care
- Refrigeration
- Instrument Mechanic

ITI COURSES

- **Bleaching and Dyeing**
- **Electrician**
- **Commercial Art**
- **Leather Goods Making**
- **Radio and TV Mechanic**
- **Electronic Mechanic**
- **Surveying**
- **Sheet Metal**
- **Fruit and Vegetable Processing**
- **Air Conditioning**
- **Information Technology**
- **Fitter**

ITI COURSES

- **Foot Wear Manufacturing**
- **AutoCAD**
- **Milling and CNC**
- **Horticulture**
- **Laboratory Assistant**
- **Mechanic-Medical Electronics**
- **Architectural Assistant**
- **Tool and Die Making**
- **Building Maintenance**
- **Machinist**
- **Hand Compositor**
- **Foundry**

ITI COURSES

- **Painter**
- **Central Airconditioning Plant Industrial Cooling**
- **Computer Hardware & Network Maintenance**
- **Computer Operator and Programming Assistant**
- **Consumer Electronics**
- **Machinist (Composite)**
- **Refrigeration & AC**
- **Data Entry Operator**
- **Craftsman Food Production- Vegetarian**
- **Data Preparation and Computer Software**
- **Desk Top Publishing**
- **Digital Photography**

ITI COURSES

- **Electroplater**
- **Hospital House Keeping**
- **Information Technology and Electronics System Maintenance**
- **Litho Offset Machine Minder**
- **Mechanic Maintenance Chemical Plant**
- **Molder**
- **Old Age Care**
- **Basic Cosmetology**
- **Blockchain Assistant**
- **Catering & Hospitality Assistant**
- **Computer Aided Embroidery and Designing**
- **Craftsman Food Production General)**

ITI COURSES

- **Dental Laboratory Technician**
- **Fashion Designing and Technology**
- **Fire Technology and Industrial Safety Management**
- **Forger and Heat Treater**
- **Foundry man Technician**
- **Finance Executive**
- **Food and Beverages Service Assistant**
- **Geoinformatics Assistant**
- **Health Safety and Environment**
- **Health Sanitary Inspector**
- **House Keeper**
- **Interior Design and Decoration**

ITI COURSES

- **Lift and Escalator Mechanic**
- **Machinist (Grinder)**
- **Mechanic-Tractor**
- **Mechanic-Agriculture Machinery**
- **Mechanic- Auto Body Painting**
- **Mechanic- Auto Body Repair**
- **Mechanic- Machine Tools Maintenance**
- **Multimedia Animation and Special Effect**
- **Operator Advance Machine Tool**
- **Physiotherapy Technician**
- **Plastic Processing**
- **Radio Diagnosis & Radiotherapy**

ITI COURSES

- **Surface Ornamentation Techniques**
- **Data Base System Assistant**
- **Watch and Clock Repair**
- **Agro Processing**
- **Spa Therapy**
- **Pre/Preparatory School Management Assistant**
- **Retailing**

THANK YOU