

[RE-326] PROMOTING EMPLOYMENT IN THE SPECIALTY



Curriculum of the academic discipline (Syllabus)

Course details

Level of higher education	First (bachelor's)
Field of knowledge	G - Engineering, manufacturing, and construction
Specialization	G5 - Electronics, electronic communications, instrument engineering, and radio engineering
Educational program	All educational programs
Discipline status	Elective (F-catalog)
Form of higher education	Full-time
Year of training, semester	Available for selection starting from the 3rd year, spring semester
Scope of the discipline	4 credits (Lectures 16 hours, Practical 30 hours, Laboratory hours, Independent work 74 hours)
Semester	
Control/control measures	Credit
Class schedule	https://schedule.kpi.ua
Language of instruction	Ukrainian
Information about the course coordinator/teachers	Lectures: Zakharchenko O. S. , Practical classes: Zakharchenko O. S. ,
Course location	Independent work: Zakharchenko O. S.

Curriculum

1. Description of the course, its purpose, subject matter, and learning outcomes

The discipline is aimed at forming a comprehensive understanding of the modern labor market, practical job search skills, interaction with employers, effective communication during employment and probation. Methods of collecting and analyzing information about vacancies, principles of career building, and features of professional self-presentation are considered.

Why it is interesting/necessary to study

The modern job market is dynamic and competitive. Understanding the mechanisms of employment allows young professionals to avoid typical mistakes, better adapt to the requirements of employers, and realize the importance of their own development and self-realization.

What you can learn

Upon completion of the course, students will be able to:

- analyze and evaluate the social problems of youth employment;
- navigate the legal and regulatory framework for graduate employment;
- collect, summarize, and analyze statistical and practical data on the labor market;
- apply modern job search strategies;
- navigate real-life situations of competition for a job vacancy;
- develop individual trajectories for professional development and career growth;
- create professional resumes, cover letters, and job search ads;
- successfully pass interviews and adapt to the workplace;
- use personal and professional competencies during the probationary period.

Practical benefits

Students will master effective techniques for writing resumes, interacting with job search platforms, passing interviews, and adapting during their first months on the job. Employers and stakeholders are involved in practical classes.

2. Prerequisites and post-requisites of the discipline (place in the structural-logical scheme of training under the relevant educational program)

There are no requirements for starting to study the discipline.

3. Content of the discipline Lectures

(18 hours = 9 pairs)

1. **Introduction to the discipline.** The concept of successful employment. The structure of the modern labor market. **Professional self-determination and self-assessment.** Motivation and competencies.
2. **Information about vacancies.** Sources, methods of collection, analysis of the labor market. **Legislative framework.** Rights and obligations of students and employers.
3. **Job search strategies.** Active and passive search, networking. **Resume.** Structure, types, key principles of formatting.
4. **Cover letter and professional profile.** Rules and practical approaches. **Job search platforms.** LinkedIn, Djinni, Work.ua, Rabota.ua, etc.
5. **Personal branding of a specialist.** Principles of building. **Types of interviews.** HR, technical, stress interviews.
6. **Questions from employers.** Answering strategies. **Case interviews.** Analysis of practical cases.
7. **Communication in a competitive environment.** Emotional stability. **Presentation of your own project or achievements.** Practical approaches.
8. **Probationary period.** Features of adaptation at work. **Rights of young professionals.** Real situations and examples.
9. **Career building.** Planning and growth trajectories. Key conclusions and preparation for the exam.

Practical classes (36 hours = 18 pairs, with the involvement of employers)

1. Diagnosis of personal competencies. Testing and analysis. Analysis of vacancies in the field of radio engineering.
2. Creating a basic version of a resume. Developing an extended resume (CV) for international vacancies.
3. Writing a cover letter. Creating a professional profile on LinkedIn.
4. Practical training on job platforms. Meeting with employers: requirements for young professionals.
5. Analysis of real resumes (feedback from stakeholders). Preparation for an interview: structure and common mistakes.
6. Role-playing: HR interview. Role-playing: technical interview.
7. Role-playing game: stress interview. Interview with a real employer (in the classroom/online).
8. Case interview: problem-solving practice. Creating a self-presentation (pitch).
9. Practicing soft skills: communication, teamwork. Interacting with recruiters: rules of etiquette.
10. Analysis of job offers: contract, conditions, risks. Practical work with personal branding.

11. Preparation for employer test tasks. Basics of technical communication during an interview.
12. Business correspondence with employers. Features of the probationary period.
13. Typical problems during the first month of work. Interaction with a mentor.
14. Team building and corporate culture. Emotional stability during the adaptation period.
15. Planning professional development. Building an individual career growth trajectory.
16. Analysis of successful employment cases. Working on mistakes: analysis of unsuccessful interviews.
17. Presentation of your resume and profile. Panel meeting with stakeholders.
18. Individual consultations with employers. Final workshop: the full employment cycle.

4. Training materials and resources Main sources

1. **European Career Development Guide (EU Career Toolkit)** — <https://education.ec.europa.eu>
2. **International Labour Organization (ILO). Materials on youth employment** — <https://www.ilo.org>
3. **Guide to building a professional resume from Europass** — <https://europa.eu/europass>
4. **LinkedIn Career Guide (Official Employment Guide)** — <https://www.linkedin.com/help/linkedin/topics/6067>
5. **CIPD (UK) Guide to HR Practices** — <https://www.cipd.co.uk/knowledge>

Job search resources

1. **Work.ua** — <https://www.work.ua>
2. **Rabota.ua** — <https://rabota.ua>
3. **Jooble** — <https://ua.jooble.org>
4. **Djinni (IT platform)** — <https://djinni.co>
5. **LinkedIn Jobs** — <https://www.linkedin.com/jobs>

Materials for preparing for an interview

1. **Google Interview Warmup** — <https://grow.google/certificates/interview-warmup>
2. **Glassdoor Interview Questions** — <https://www.glassdoor.com/Interview/index.htm>
3. **Pramp (technical interview practice)** — <https://www.pramp.com>

Career tools and labor market analytics

Educational content

5. Methodology for mastering the academic discipline (educational component)

Mastering the discipline involves a combination of theoretical training and intensive practical work with stakeholders and employers. Main methodological approaches:

1. Competency-based approach

The discipline is aimed at developing the professional, communication, and social competencies necessary for successful entry into the labor market.

2. Practice-oriented learning

Most practical classes are conducted in the format of training sessions, role-playing games, interview simulations, and work with real job vacancies.

3. Involvement of employers and experts

HR specialists, recruiters, and engineering department managers are involved in conducting classes, providing expert commentary and conducting practical sessions.

4. Independent student work

Includes:

- analysis of current vacancies;
- preparation of resumes and professional profiles;
- completion of employer test assignments;
- preparation for interviews.

5. Simulation of real employment situations

Students go through the entire cycle:

1. defining career goals;
2. preparing documents;
3. interview;
4. evaluation of job offers;
5. adaptation during the probationary period.

6. Openness and feedback

Students regularly receive feedback from teachers and employers to improve their skills.

6. Independent work by students

Policy and control

7. Academic discipline policy (educational component)

The discipline policy defines the rules that students must follow during their studies:

- **Class attendance:** regular attendance at lectures and mandatory participation in practical training sessions are recommended.
- **Compliance with academic integrity:** plagiarism, use of other people's materials without reference, and falsification of information are prohibited.
- **Completion of tasks within the set deadlines:** late work may be graded lower or not accepted.
- **Class participation:** taken into account during ongoing assessment.
- **Respect for participants in the educational process:** ethical communication with teachers, employers, and classmates.
- **Compliance with requirements for resumes, profiles, and presentations:** in accordance with current professional standards.

8. Types of assessment and the learning outcomes assessment rating system (LOAS) Rating system

- Completion of practical work — **30**
- Participation in role-playing games and classes with employers — **15**
- Independent tasks (job analysis, resume preparation, LinkedIn) — **15**
- Prepared professional resume — **10**
- LinkedIn profile/portfolio — **10**
- Self-presentation (pitch) — **10**
- Answers to employers' questions — **10**

Assessment criteria

- compliance of materials with current standards;
- logical and meaningful presentation;
- ability to apply acquired knowledge in simulated situations;
- activity and involvement in practical classes.
- **Type of assessment:** Test

The student receives an assessment for:

- completion of practical work;
- participation in role-playing games and meetings with employers;
- final presentation (resume + profile + self-presentation);
- activity in class.

Table of correspondence between rating points and grades on the university scale

Number of points	Grade
100-95	Excellent
94	Very good
84	Good
74-65	Satisfactory
64-60	Sufficient
Less than 60	Unsatisfactory
Admission requirements not met	Not admitted

9. Additional information on the discipline (educational component)

Zoom, projector, laptop

Description of material, technical, and informational support for the discipline

Work program for the academic discipline (syllabus):

Compiled by [Zakharchenko O. S.](#);

Approved by the RI Department (Minutes No. 06/2025 dated 06/24/2025)

Approved by the methodological commission of the faculty/research institute (protocol No. 06/2025 dated 25.06.2025)