

# A Quick Guide to Career Profiles: Tips for Job Seekers

novascotiaworks.ca/nsdc/careers

Job seekers can use the occupational profiles to understand the skills and qualifications needed for different jobs and what kind of work they might enjoy.

| SECTION | TIPS |
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| Header/Identification | <ul style="list-style-type: none"><li>Identifies whether you are looking at the intended profile.</li></ul> |
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| Tab 1: About This Career |
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| Skills & Knowledge | <ul style="list-style-type: none"><li>Knowing the skills needed for roles allows job seekers to identify positions that align with their capabilities.</li><li>Helps job seekers make informed decisions about their career paths.</li><li>By knowing which skills are in demand for specific occupations, workers can upskill or reskill themselves to meet these requirements, improving their chances of securing employment.</li><li>New graduates with little work experience can use this information to help link their area of study to the skills employers need.</li></ul> |
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| Working Conditions | <ul style="list-style-type: none"><li>Understanding working conditions, such as safety standards, job demands, work hours, and organizational culture, enables job seekers to find workplaces that align with their expectations for comfort, safety, and job satisfaction.</li></ul> |
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| Day-to-Day Tasks | <ul style="list-style-type: none"><li>Users can better understand what a typical day in a particular job looks like.</li><li>Helps set realistic expectations about what the role entails and whether it aligns with their interests and skills.</li><li>Insights into the variety and scope of tasks can help individuals assess whether the role involves monotony or if it offers enough variety to keep them engaged and motivated.</li><li>Allows users to see how they can develop or refine specific skills, helping them plan their career development or upskilling efforts.</li><li>Understanding the day-to-day tasks can help users assess whether they would enjoy the work.</li><li>A clear understanding of daily tasks allows users to reflect on whether those tasks align with their personal interests and strengths.</li></ul> |
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| Nova Scotia Insights | <ul style="list-style-type: none"> <li>• Insights into whether workers can advance their careers through experience or whether additional training is needed.</li> <li>• In occupations that include different types of jobs this section provides additional definitions to help users understand what a specific job does.</li> <li>• Insights about the need for skills updating or whether a worker should be prepared for periods of unemployment.</li> </ul> |
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## Tab 2: Education & Training

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| Training & Experience           | <ul style="list-style-type: none"> <li>• Can assess their qualifications, identify gaps, and plan career paths. This information can help job seekers develop a realistic return to work plan.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Regulatory Requirements         | <ul style="list-style-type: none"> <li>• Users can determine what credentials are necessary for employment in regulated occupations (e.g., healthcare, law, accounting).</li> <li>• Users can also find information about which schools, universities, or training programs meet the standards set by regulatory bodies.</li> <li>• Information about reciprocity agreements or the transferability of licenses across regions or provinces is crucial. This allows them to understand how easily they can practice in different locations.</li> <li>• Some regulated professions require ongoing education or certification to maintain licensure. This helps individuals understand what skills they need to upgrade throughout their careers.</li> </ul> |
| Explore Programs in Nova Scotia | <ul style="list-style-type: none"> <li>• Can identify if training is available in the province and in their region. If training is available, it identifies where they can study.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Nova Scotia Insights            | <ul style="list-style-type: none"> <li>• Notes if education is not available in the province for an occupation.</li> <li>• Provides definitions for the pathways available in gain trade certification.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

## Tab 3: Outlook

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| Career Outlook | <ul style="list-style-type: none"> <li>• Jobs seekers can make more informed decisions about their career paths.</li> <li>• They can focus on gaining skills and qualifications for fields that are expected to see strong demand and higher job opportunities, increasing their chances of employment.</li> </ul> |
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| Job Market Insights | <ul style="list-style-type: none"> <li>• Knowing where to look for jobs – the regional breakdown can indicate whether an occupation is concentrated in one region or spread proportionally across the province.</li> <li>• Understanding the industries that hire for an occupation can help users identify potential employers.</li> <li>• Understanding the industry of employment can help people think beyond a specific occupation and explore related careers.</li> <li>• Understanding whether an occupation is typically full-time, part-time, temporary, or contract-based helps job seekers manage expectations.</li> </ul> |
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| Nova Scotia Insights | <ul style="list-style-type: none"> <li>• Identifies the factors that contribute to an occupation's three-year outlook.</li> </ul> |
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#### Tab 4: Tips for Job Seekers

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| Where You Could Work | <ul style="list-style-type: none"> <li>• It shows where they can apply for positions related to the occupation.</li> <li>• It can show them alternative workplaces or industries they might not have considered.</li> <li>• Knowing the types of companies and industries that hire for a specific role can help them identify workplaces with cultures they resonate with.</li> <li>• By seeing the kinds of companies that employ for a role, job seekers can gauge whether these employers typically offer competitive salaries and benefits.</li> </ul> |
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| Alternative Job Titles | <ul style="list-style-type: none"> <li>• Many companies use different job titles for the same role. By understanding alternative titles, job seekers can expand their search, finding more listings that match their skills and interests.</li> <li>• They can refine their search strategies, using a variety of job titles to find the best opportunities.</li> <li>• Some roles may not be clearly advertised under one specific title. Being aware of alternative titles can help uncover opportunities that might otherwise go unnoticed.</li> </ul> |
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| Related Careers | <ul style="list-style-type: none"> <li>• Job seekers can explore related career paths, which can help them discover roles that may better match their skills or interests, even if they don't have the exact qualifications or experience for the primary occupation.</li> <li>• It provides insight into lateral moves or upward mobility within industries, helping them navigate a career path with multiple options.</li> <li>• Knowing which related occupations exist helps career changers determine what additional training or qualifications they might need.</li> </ul> |
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| Industry Related Links | <ul style="list-style-type: none"> <li>• Connecting with industry contacts and organizations opens doors to valuable professional networks, which can lead to job opportunities, referrals, or mentorship.</li> <li>• These contacts can provide insider information about job openings, company cultures, hiring trends, and the skills in demand, helping job seekers stay ahead of the competition.</li> <li>• Engaging with industry organizations allows job seekers to attend workshops, conferences, and events that enhance their skills, knowledge, and industry understanding.</li> <li>• Industry contacts can help career changers navigate the shift by offering advice, identifying transferable skills, and pointing them toward resources or training programs.</li> </ul> |
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## Tab 5: Wages

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| Wages | <ul style="list-style-type: none"> <li>• Knowing the wage range (minimum, median, and maximum) helps job seekers assess whether a job's compensation aligns with their expectations and financial goals, ensuring they don't accept a role that doesn't meet their needs.</li> <li>• Understanding the typical wage range can empower job seekers during salary negotiations, giving them a stronger position to request a fair or higher salary based on industry standards.</li> <li>• Knowing the potential for wage growth (from minimum to maximum) helps job seekers understand the long-term earning potential in a specific occupation, aiding in career planning and goal setting.</li> <li>• Career changers can use wage data to determine if a new field offers the financial stability they need, considering whether they can maintain or improve their current income level.</li> </ul> |
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