



ADA CAREER SERVICES EMPLOYER GUIDE

NURTURE UPCOMING
GENERATION TO
CULTIVATE
SUSTAINABLE FUTURE!

Your Company's Exponential Growth with ADA University Talents

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MESSAGE FROM RECTOR

“At ADA University, we specialize in preparing our students for a rewarding and accomplished future. This preparation includes exposing our students to University’s ample and effective resources for career and leadership development throughout their programs. Career Management Center provides support to help guide them through an effective campaign. Both student’s coursework and professional development are tailored to best leverage those strengths and interests during their period of study and beyond.”



The major milestone of successful career and professional growth is the quality education! Since its foundation in 2006 year, ADA University as an exemplar in Azerbaijan’s modern education system provides the most necessary resources for the scholars, its students and staff.

ADA University students and alumni represent a large and diverse pool of talented job candidates. As Career Services of the university, we provide opportunities for potential employers to find the best and brightest across all disciplines for their respective organizations.

Career Services has been established at ADA University since 2009 with the start of the first Graduate program in Diplomacy and International Affairs. Since then it grew into the full-fledged Career Services Unit serving more than 2000 graduate and undergraduate students. Currently the CS offers its services to 5 major Schools of the University through specifically-trained team of Career Advisors for students of International and Public Affairs, Law, Business Administration, Educational Management and IT & Engineering majors. We strive to develop young talents, future leaders through the ensuring their employability rather than graduate employment.



8 REASONS WHY ADA IS RANKED #1 BY EMPLOYERS

1. Ability to analyze problems, assist in providing original solutions, and follow through with implementation plans
2. Ability to grasp essentials, follow instructions, and reach sound conclusions
3. Enthusiasm, curiosity, and creativity; attitude towards work
4. Ability to work on a professional level/Quality of work
5. Verbal and written communication skills
6. Trustworthiness and reliability
7. Ability to learn from others and take criticism
8. Ability to work independently/Initiative

"We are here to help you find the best talent for your company's needs. With our consultative approach, we get to know your team, your company, and your hiring needs so that we can be a strategic partner in helping you achieve your hiring goals."

ADA Career Services



82%
Employment
Rate



Companies
Choosing
Our Students **800**

**DATA SPEAKS
MORE THAN
WORDS**

MAIN AREAS OF ACTIVITIES

1. Student Career Education

We offer curriculum integrated Career Development Course across all majors covering main steps and techniques of career planning, job search and career management. Credit-bearing internship is a part of each degree program requiring every student to complete 3- 6-credit hours' internship course during summer semesters.

2. Individual career counseling and planning for students

These are number of individual 1-to-1 services offered to each ADA University student. Students may register for the individual career counseling session, self-assessment & interpretation, resume critique, mock interview, negotiations & job offers and general drop-ins with their School Career Advisors. CS also facilitates and monitors work of Career Ambassadors and Career Club that are run by students.

3. Employer relations

CS has established relations with more than 1000 local and international organizations representing public, private and development sectors around the world. Through individualized partnership agreements and internship contracts we engage business in the youth talent development.

4. Alumni Career Services

None of the ADA University Alumni is being left out upon their graduation from the University. Career Services continues offering their broad spectrum of services to our Alumni. We run specialized career sessions for Alumni, engage them in Peer Mentoring programs and develop to become Ambassadors of ADA University with their employers.

5. Information resources and Technology

CS owns more than 150 Library resources available on the topics of leadership, professional development, career management and planning and many others. We subscribe to multiple electronic resources to make them available to students through the social media (Facebook, Instagram and LinkedIn pages of CS) and/or internal career management software. Cloud system that is powered by Symplicity Corp. is available as an internal career management interface- CAREERlink - that serves as a platform for Employer - Student - CS engagement.

6. Professional Development

Activities involve but not limited to: on-campus Company presentations, Career days, Career fairs, Networking sessions, Industry panels, off-campus Company visits, Professional Development Certificate Programs, Mentorship Programs and Study tours. Regular employer surveys, needs assessments are being conducted to monitor efficiency and alignment of career services as well as academic preparedness of students.



CONNECTING



BRIGHT



MINDS



WITH



EMPLOYERS



WHY HIRE AN ADA STUDENT

THE LEADERS OF FUTURE GENERATIONS



THE RESUME OF ADA'LI

SPECIALIZATION: PUBLIC ADMINISTRATION

SUMMARY

"I'm an ADA Undergraduate from the School of International and Public Affairs, who is a dedicated and goal-oriented student excelling in the classroom and beyond that I exhibit the qualities you seek in the future leaders of business, industry and government."

EDUCATION

2018 - 2022

ADA University

Bachelor's in Public Affairs (cGPA: 3.82)

- Rector's List of Distinction

2020 (February) - 2020 (June)

Ca' Foscari University of Venice

Bachelor's in Public Affairs (cGPA: 4.3/4.5)

- Erasmus+ Scholarship

WORK EXPERIENCE

Academic Internship at Ministry of Foreign Affairs Graduation - Present

- Generated fresh ideas and new perspectives
- Assisted senior specialists to develop Management Report
- Offered Full-Time Position after Internship

The President of Politics Club 2018 - 2022

- Coordinated talented community in the organization of debates and discussions
- Lead the team of 10 people to comply with their responsibilities and ensured team dynamics

Diplomatic Internship Council of Europe 2020 May- 2020 September

- Analyzed data sources to provide assistance for the formation of strategy
- Attended regular meetings to enhance the understanding of organizational mission

SKILLS

English Language 

Leadership 

Effective Communicator 

Teamwork 

Public Speaking 

Creativity 

STUDENT SUCCESSES STORIES



“

A pessimist sees the difficulty in every opportunity; an optimist sees the opportunity in every difficulty.”

”

Ziya Abbasov
Risk Advisory Intern at
Deloitte/ BBA'24



“

There
time o
regaro

Firuza A.
Social M
America



“

ADA Career Services is connecting students to their future employers and lay a strong foundation for a successful career. My career journey with SEC which started with Employability Week 2022 continues with lots of learning, challenges, and experience.

”

Parvin Ahmadova
Senior Specialist at SEC/ BAPA'22



“

“Some
situation
lessons

Khanim
Product
BSIT 202

YOUR JOURNEY IS OURS



There is no right time, it is simply
and your decisions
deciding what to do with it



Aghabeyli
Media Manager at
Pan Councils/ BAIS'24



Do not be afraid to lose; do
your best and achieve success



Nadir Jabbarli
Software Engineer at Pasha Bank / BSCS'24



Dedication, in one or another way,
pays off" or "Bright future is never
far, as the one works diligently
towards it



Khayyam Sultani
Risk Advisory Intern at
Deloitte/ BBA'24



Sometimes the most uncomfortable
experiences teach us the most valuable
lessons."



Huseynzade
Designer at Box
BSE'22



I owe a major part of my success in
my career to the ADA University Career
Services. With their support and advice,
I achieved development in my career
life.



Fidan Valiyeva
Junior Specialist at Pasha Life/ BBA'22



I want to express my gratitude to ADA
University Career Services. With their support,
I had succeeded in my Career. I was
selected as successful completion of
Employability Week during my bachelor's
degree. Thank you for everything!



Shakir Abdullayev
Head of Student Services and Alumni Affairs at
Baku Modern Educational Complex/ BSE'22

EMPLOYER'S ROADMAP *How to Hire The*

VERDIYEVA



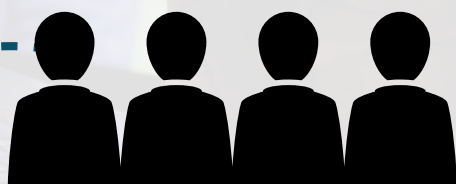
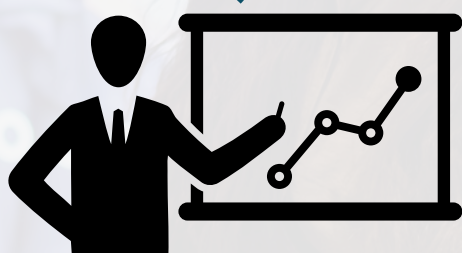
**Build a complete employer profile
at ADA CareerLink by requesting
ADA Career Services**



**Assign right representatives
from ADA students to conduct
Brand recognition events**

e Best Talents

Congratulations! You hired the most-required candidates of competitive market



Establish Your Physical Presence at the Campus by delivering company presentations, and info-sessions and interacting with the young talents

EVENTS OF CAREER SERVICES



SENIOR TALKS



MENTORSHIP PROGRAMS



CAREER TRAININGS



EMPLOYABILITY WEEK



CAREER FAIR



DAY TRIP



EMPLOYER PRESENTATIONS





INTERNSHIPS

ESTABLISH AN ON-GOING RELATIONSHIP WITH US SO WE CAN PROVIDE YOU WITH A POOL OF QUALIFIED CANDIDATES FOR INTERNSHIPS.

RECRUITMENT AT ADA CAMPUS

PROJECT WORKS (CAPSTONE)– RECRUIT A GROUP OF STUDENTS ON A VOLUNTARY BASIS TO WORK ON YOUR RESEARCH AND PROJECT WORK INITIATIVES.

EMPLOYMENT OPPORTUNITIES— SHARE YOUR EMPLOYMENT OPPORTUNITIES THROUGH OUR CAREER SERVICES OR POST YOUR OPENINGS DIRECTLY ON OUR ONLINE CAREER MANAGEMENT SYSTEM

LET'S WORK TOGETHER

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