



WALTERS  
*people*

**TIPS TO KICK OFF  
YOUR CAREER**



## 7 tips to kick off your career

Do you want to quickly climb the career ladder?

As a student, you can already take some steps to ensure your career will swiftly take off. The key is to be proactive, using your interests and network. Here are a few tips.

## 1. Start now!

There are ample ways to improve your chances of getting a job after graduation, and the key is to start whilst you are a student. Start by orienting yourself before graduating, so you'll get ahead of others who haven't taken any steps yet. Knowing what different organisations do and have to offer, will help you make a choice once you've graduated.

Making yourself visible will give you more chances.

Organisations are always on the lookout for fresh talent, and so its important to get yourself seen by the right people.

Make use of your existing network, student union and career fairs, where you will be able to build your network and possibly even get involved in some activities to improve your organisation skills.

## 2. Use social media in a professional way

Organisations use social media regularly in order to see how people present themselves. So think about what you share on social media. Unprofessional texts and pictures could cause an employer to reject you. Add an appropriate profile picture and adjust your profile settings to private.

In addition, start working on a complete LinkedIn profile. Even during your studies your LinkedIn profile can be useful to display some relevant information like qualifications, student jobs, sports performances and projects you worked on during your studies. This kind of information gives employers an idea of your knowledge and ambitions.



**60% of employers review the LinkedIn profile of candidates applying for a job in their organisation.**





### 3. Display your interests

No idea yet which sector or company you want to work in? Sorting out your own interests can help. What is important to you? Which subjects really move you? By asking yourself these questions, you will find out which company values and standards suit you best. Check which aspects of your studies and internships are the most appealing to you. During the first interview, you can emphasize your interests in order to see if there is a fit with the organisation you apply with.

### 4. Network, network, network

The majority of jobs are found and filled through people's own network. This means that building a network can create a lot of opportunities. It will amaze you how easy this can be. Join some networking events by contacting student associations, or visit the website and social media pages of companies to keep yourself informed about their organised drinks, seminars or open house days. If you feel a bit shy about visiting such an event, don't hesitate to bring along a fellow student.

Remember not to only network with active professionals. By connecting with fellow students, you'll also build a strong network. Send a LinkedIn invite to the people you met that day in order to stay in contact with each other.

### 5. Keep learning

To develop your career quickly, it's important to be constantly aware of what is going on. Immerse yourself in the industry that interests you and keep track of the latest trends and legislation. In addition, it's always useful to improve your written and verbal communication skills in Dutch, French and English.

### 6. Get help

Ask for help when you don't know yet what you're interested in or what is happening in the labour market. Take the opportunity to approach people in your network as they often enjoy giving advice to graduates. They can help you to identify your ambitions, skills and opportunities you might have as a professional starter.

## 7. Think carefully about your first job and internship

Graduates often choose an organisation with a strong reputation or great brand. That's OK but when taking a wider look, you'll see there are more organisations who have a lot to offer. There are many factors affecting the work you will be doing. Is the focus on administrative tasks or is the role quite versatile? Are you part of a large team? Or will you start in a job with a lot of responsibility? For example, an accountant's job content in a large organisation will be different from what an accountant in a smaller organisation does on a daily basis.

Figure out what suits you and don't go for the easiest or most obvious option. An internship is not only the ideal time to get to know the business, for many students it is also the step into their first job. So, keep in mind that the company you're doing your internship with, might be your first employer as well. Start searching in time and take a well-considered decision.



# 73%

**of employees plan to follow training in 2019 to support their career development plan**

**WANT TO KNOW MORE?**





## Read the following articles on our website:

[www.walterspeople.be/tips](http://www.walterspeople.be/tips)

- How to make your cv stand out
- Five steps to writing a successful cover letter
- Six questions to ask during a job interview
- Four tips to make a great impression
- Following up after a job interview
- How to handle job rejection
- How to rock your first week at a new job
- Benefits of a temp role
- Top 3 skills to make it in customer service
- Joining an accounting firm



# WORKING IN RECRUITMENT:

## THE PERFECT JUMP-START FOR YOUR CAREER

Have you ever considered working as a recruitment consultant? It's an ideal way to learn a lot in a short time about the labour market and doing business. Recruitment is a combination of sales and HR. Audrey Hannecart, hiring & talent manager at Walters People and former recruitment consultant, gives three reasons why recruitment is a perfect jump-start for your career.

### **1. You learn to deal with complex processes under great time pressure**

Within recruitment, you will need to understand complex business processes. Most of the time, companies want to find the right candidate as soon as possible, so acting quickly and efficiently is a must. 'Finding the perfect candidate for the job is like a puzzle. You've got to perfectly understand what your client wants and that is a huge process', says Audrey.

Together with the organisation, you determine their desires: what are the hard requirements that the candidates must meet, are these candidates hard to find and what is the common salary for this kind of candidate? Usually, organisations modify their perception of the ideal candidate after having these conversations with us. It might turn out that the job requirements or the desired level of experience are different than initially said. Afterwards, we manage the entire recruitment process for both clients and candidates.

'As a recruitment consultant, you have to think one step ahead during the whole process', says Audrey. 'Professional knowledge is required as your clients are often highly educated and specialists in their field.'

Clear communication towards candidates is equally important as they see you as their confidant. 'You assist candidates by honestly managing their expectations, by preparing the interview with them and by encouraging them when things aren't working out as hoped for.' A new career step is an important moment in a candidate's life, and you, as a recruitment consultant, are closely involved in this process. Audrey: 'Resigning from your current employer can be nerve wrecking. That's why we call the candidates the morning of their interview to wish them good luck. This personal approach makes the job rewarding for me.'

In short, recruitment involves much more than simply searching for candidates that meet the job requirements. Audrey: 'Sometimes we're only seen as headhunters and this is not the case. As a recruiter, you're a process manager, a sound board, a confidant, a recruitment specialist and labour market expert all in one.'



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**You assist candidates by giving them clear and honest expectations, by preparing the interview with them and by encouraging them when things aren't going as desired.**

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## 2. You can progress quickly

Walters People offers great career opportunities, both nationally and internationally. Since you'll intensively work with senior recruitment consultants and managers, you will learn quickly. Audrey joined us as a graduate and within less than three years, she was a fully-fledged partner for her clients as senior recruitment consultant.

At Walters People, you're not only trained to become a specialist in recruitment, but also in a certain field giving you access to interesting opportunities outside the world of recruitment. These can be nationally and internationally, in roles requiring a certain expertise, or in management positions. Recruitment is a demanding job, for fast thinkers and survivors. This is well-known in the business, making it a valuable experience to have on your cv.

## 3. You build a network for life

In your career as a recruitment consultant, you'll build a strong network. Your network will grow quickly because of the daily appointments you have with clients and candidates. Audrey: 'Every day, I was in contact with hiring managers and line managers of leading companies.' 'Client relationships are very different from one another. It can be strictly business and focused on the end result, but I've also developed some true business friendships.'

As a recruitment consultant you build a longterm relationship with your clients and candidates and that's valuable. 'If this field suits you, you can get your career going very quickly by helping others develop their own career. Isn't this fantastic?'



## INTERESTED TO KNOW MORE?



Curious about the possibilities within recruitment?

Have a quick look at our vacancies on

<https://www.walterspeople.be/work-for-us.html>

Audrey Hannecart, Hiring & Talent Manager

[audrey.hannecart@walterspeople.com](mailto:audrey.hannecart@walterspeople.com)

02 542 40 40.

Curious about life at Walters People?

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# WHAT SALARY CAN A GRADUATE EXPECT



## Salaries for graduates in Business Support roles

BELGIUM	GROSS SALARY PER MONTH EUR (€)
Student Job	1600 - 1950
<b>Administration</b>	
Administrative Assistant/Receptionist	2000 - 2300
Management Assistant	2000 - 2500
Legal Assistant/Secretary	2000 - 2400
<b>Sales &amp; Marketing</b>	
Sales Assistant	2000 - 2300
Inside Sales	2000 - 2300
Customer Service Representative	2000 - 2500
Marketing Assistant	2000 - 2300
Marketing & Communications Officer	2000 - 2500
Digital Marketeer	2000 - 2300
<b>Supply Chain</b>	
Logistics Assistant	1900 - 2300
Purchasing Officer	2000 - 2400
Import & Export Administrator	2000 - 2400
<b>Human Resources</b>	
HR Assistant	2000 - 2300
HR Officer	2000 - 2500
Payroll Officer	2000 - 2500

## Salaries for graduates in Finance roles

BRUSSELS REGION	GROSS SALARY PER MONTH EUR (€)
Student Job	1600 - 1950
Junior Accountant	2000 - 2200
Assistant Accountant (AP/AR)	2000 - 2300
General Ledger Accountant	2200 - 2500
Credit Collector	2000 - 2500
Credit Analyst	2200 - 2500
Internal Auditor	2300 - 2900
Treasury Specialist	2300 - 2900
Business/Financial Analyst	2300 - 2900
Business/Financial Controller	2300 - 2900
Back Office Employee	2300 - 2600
Middle Office Employee	2400 - 2800
Financial Advisor	2500 - 2800
Insurance Specialist	2200 - 2500



## Salaries for graduates in Finance roles

ANTWERP, EAST FLANDERS & FLEMISH BRABANT REGIONS	GROSS SALARY PER MONTH EUR (€)
Student Job	1600 - 1950
Junior Accountant	2000 - 2200
Assistant Accountant (AP/AR)	1900 - 2400
General Ledger Accountant	2000 - 2400
Credit Collector	2000 - 2600
Credit Analyst	2200 - 2500
Treasury Specialist	2200 - 2900
Business/Financial Controller	2200 - 2800
Back Office Employee	1800 - 2100
Financial Advisor	2100 - 2500
Insurance Specialist	2100 - 2500



## OUR OFFICES

### Antwerp

Antwerp Gate 1  
Uitbreidingstraat 2  
2600 Antwerp  
t: 03 202 79 10  
e: [antwerp@walterspeople.com](mailto:antwerp@walterspeople.com)

### Brussels

Avenue Louise 326  
1050 Brussels

#### Finance

t: 02 542 40 40  
e: [belgium@walterspeople.com](mailto:belgium@walterspeople.com)

#### Business support

t: 02 627 75 10  
e: [bsbrussels@walterspeople.com](mailto:bsbrussels@walterspeople.com)

### Ghent

Axxess Business Park, Building C  
Guldensporenpark 25  
9820 Merelbeke  
t: 09 210 57 40  
e: [gent@walterspeople.com](mailto:gent@walterspeople.com)

### Groot-Bijgaarden

West-End, Building C  
Noordkustlaan 16c  
1702 Groot-Bijgaarden  
t: 02 609 79 00  
e: [gb@walterspeople.com](mailto:gb@walterspeople.com)

### Zaventem

Leuvensesteenweg 555, entrance 3  
1930 Zaventem

#### Finance

t: 02 613 08 00  
e: [zaventem@walterspeople.com](mailto:zaventem@walterspeople.com)

#### Business support

t: 02 613 08 88  
e: [bszaventem@walterspeople.com](mailto:bszaventem@walterspeople.com)

