

CAREERQUEST USER GUIDE - MĀ TE ĀKONGA

Learn how to explore your interests and discover career possibilities

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What is CareerQuest?

CareerQuest is a job-matching tool designed to give you career ideas and start career conversations.

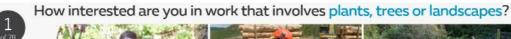
CareerQuest helps you discover jobs through an online questionnaire. It analyses your interest in different types of work and matches these interests to more than 400 job profiles on careers.govt.nz.

CareerQuest lets you:

- see how jobs match your interests
- find out more about each job
- filter your results by industry and qualification level
- create a list of your favourite jobs
- save and share your results.
- Try out CareerQuest

Remember:

- you can't get any of these answers wrong
- CareerQuest is not a test of your ability to do these jobs
- you will answer questions about what you're interested in.





Using CareerQuest

CareerQuest is a starting point to help you discover jobs you might be interested in. This guide explains the key features of CareerQuest and gives you some things to think about once you get your results.

Before you start

- Create an account at careers.govt.nz/my-account/sign-up. You can do CareerQuest without signing in but you can't save or share your results.
- Note down any ideas you already have. You can write anything you like, it doesn't
 have to be specific job titles. Then you'll be able to compare your ideas with what
 CareerQuest suggests.

Answering the questions

- If you have lots of neutral responses it's harder for CareerQuest to give you suggestions.
- But if you're really not sure or really don't mind, go with neutral rather than no interest because no interest will cut jobs from your results.



My job ideas and results

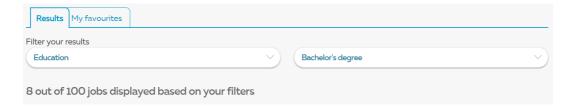
ob ideas I already have
ob ideas I got from CareerQuest

- Are your lists different?
- Have you got lots of new ideas to explore?
- Which jobs are you most interested in?
- What kind of education and training will you need?

Exploring my results

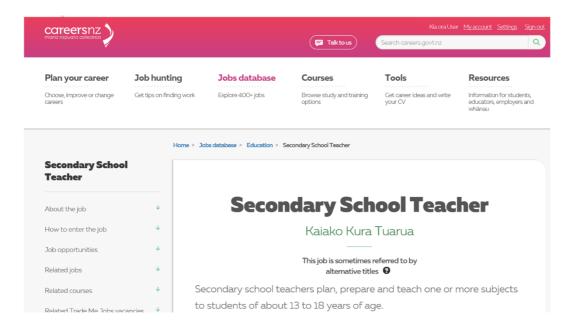
Filter and group jobs

- Use the industry filter to see similar types of jobs in a list of their own.
- Are there lots of jobs from one industry or interest area?
- Do you have a variety of types of jobs?
- Use the qualification filter to group jobs by the level of education you need to do them.
- How long will you have to study or train for different jobs?



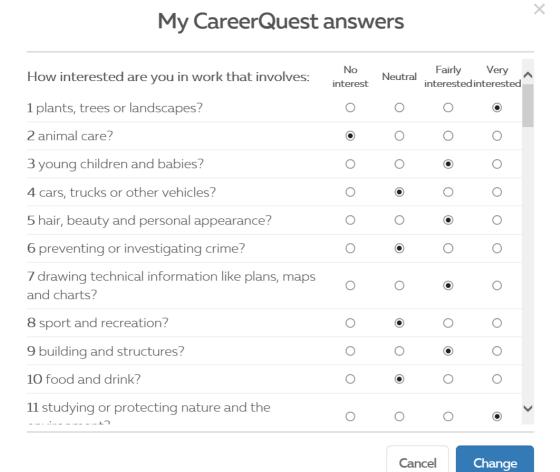
Find out more about jobs

- Click on a job title to find out more about it.
- Are there any jobs you're interested in that aren't suggested? Use the search box to find other job ideas.



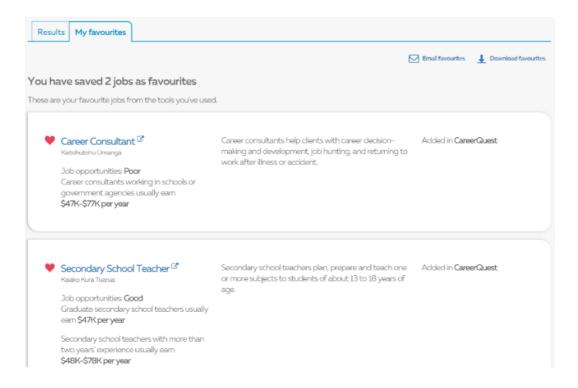
View/change my answers

- You can view your answers and make changes to see how it affects your results.
- You can do the whole quiz again using the restart CareerQuest link.



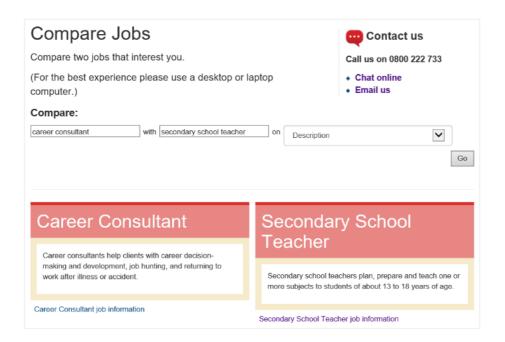
Make a favourites list

- Click on the heart icon next to the job to make a list of your favourites.
- Does your favourites list help you see the types of things you're most interested in?



Compare jobs

- Select two of your favourite jobs and compare them at <u>careers.govt.nz/tools/compare-jobs</u>.
- Are there many differences between them?



CareerQuest checklist

Use this checklist to make sure you get the most out of CareerQuest.

Account				
		I created an account so I can save, download and share my results and favourites.		
		I logged into my account before I started the quiz so I can come back to my results.		
Results				
		I used the industry or qualification filter to see groups of jobs together.		
		I clicked on a job and went to the jobs database for more information about it.		
		I searched for other similar job ideas in the jobs database by using the search box.		
		I clicked on view/change my answer to see how I answered all the questions.		
		I tried changing some answers to see what happens to my job suggestions.		
		I compared job ideas I already had with jobs suggested by CareerQuest.		
Favourites				
		I chose some favourite jobs.		
		I used the jobs database to explore my favourite jobs.		
		I compared some of my favourite jobs.		