

Answer all four (04) questions

Time: 02 hours

Q1.

- (a) "A job is equal to a career". Do you agree with this statement explain your views.
- (b) Enneagram Test suggests nine types of people. Based on this test, identify direction of integration (growth) and disintegration (stress) to each other.
- (c) Describe how a person will choose his or her career according to the social cognitive career theory.

(25 Marks)

Q2.

- (a) How it is important to have a defined career objective or goal in your life. Describe.
- (b) What are the key purposes of a resume or CV?
- (c) Why do you have to research the job market? Is it enough to just read the job advertisement in the newspaper?
- (d) Assume that you are a job seeker in the field of business and management. In order to get a first job, what are the steps or activities you must do? List out your steps or activities in an order.

(25 Marks)

Q3.

- (a) What are the typical questions that an interviewer can ask from you for an interview for the post of Management Trainee in a bank? [Your must specify at least seven (07) questions].
- (b) Describe the expectations of the private sector organisations in Sri Lanka from a university graduate for an entry level job.
- (c) List out seven strategies for the career advancement in the view of a jobholder in an organization.

(25 Marks)

**Q4. Read the following job advertisements appeared in the Sunday Observer newspaper carefully and answer the questions given below:**

**“Dive in. Master the currents of our time.”**

**“The time to test the waters is over”**

The tide has turned. Our country is brimming with commercial opportunities. It is a time to rediscover the potential for growth and innovation. This is the moment to define who we are. JKH is looking ahead to hone a new generation of stellar performers; individuals who are driven by the desire to surge, the energy to persevere and fearlessly navigate beyond safe waters.

Top professionals being our forte, we want pioneering spirits who can set the pace for the organisation and inspire leaders and followers alike.

#### **What we offer**

A challenging 15 month programme for those who are 25 years or below, with a minimum of second class degree or a full professional qualification, a record of all round performance excellent communication skills and proven leadership capability.

If you are ready for the challenge apply using the online application form found in the Career page of our corporate web site ([www.keells.com](http://www.keells.com)) or send your resume to [hr@keells.com](mailto:hr@keells.com) to reach us by 22<sup>nd</sup> January 2010.



**John Keells Group-More than just a workplace**

**John Keells Holdings PLC, 130, Glennie Street, Colombo 02, Sri Lanka.**

**[www.keells.com](http://www.keells.com)**

The John Keells Group is an equal opportunity employer and we invite applications from all suitably qualified individuals to join our team



**(Source: Sunday Observer: January 03, 2010, p.65)**

#### **Questions:**

- Identify which entry option is given in this advertisement.
- What type of job is advertised by the John Keells Group in the above advertisement?

- c. Is a full professional qualifier equal to a second class degree holder?
- d. Can you consider this company as an 'employer of choice' for your job seeking? Give reasons for your answer.
- e. What is the challenging task of the job seeker who wants to get a job in this company?
- f. Can a qualified disabled apply for this job? Give valid reason(s).
- g. Describe the method of job application mentioned in this advertisement.
- h. What are the three key requirements needed to apply for this job or expected by this company?
- i. How would you prepare for a résumé in order to apply for this job?
- j. What does it mean by 'an equal opportunity employer'? Explain.

**(25 Marks)**