

My three career goals are to earn my bachelor's degree, earn my promotion, and shift into a new career path for my future. Setting goals is an incredibly easy process. All one needs to do is to set targets. Creating resolutions is the easiest way to keep oneself motivated to achieve your dreams. In setting my goals I will make sure I meet the following criteria like avoid negativity, define what my career goals mean and be specific about my goals. I believe when making goals we should have long-term and short-term goals. I believe my interview skills are perfect to be the best candidate for any job being the fact that I know the questions that they are going to ask because I have had to give interviews being a supervisor at a well-known Mortgage Company. During interviews, interviewers will pay attention to more than what your answers are to each question. I know I communicate well and that's what they look for in the best candidate to follow instructions. Your body language is saying, how you portray yourself and how well you will fit into their work environment. A job interview is your opportunity to highlight your strengths and show an employer why you are the best candidate for the position you are applying for in that company. I may still need to improve my MYCRED portfolio so that when the employer is looking, they will be impressed. A professional Portfolio is an excellent way to present your work to potential company's looking for qualified candidates. You can display the skills that qualify you for a position. While not every employer and position require a portfolio, a strong demonstration of your work can help distinguish you from other candidates. A portfolio can contain proof of your skills, samples, visual demonstrations of your craft and letters of recommendation. Portfolios are commonly required during the hiring process for the position. You can build your portfolio by tailoring your resume that include your contact information, professional summary, work experience and education including relevant certifications and

licenses. In your portfolio you should tell them about yourself, and you should have proof of any degrees, licenses or certificates. Including this information increases your credibility and highlights your qualifications for the position for the job. You can also include any references from your instructor or letter of recommendation from the dean at your school you have graduated from with your degree. The aim is to include three to five people that are willing to positively assess your professional performance. If you have any award that you have accomplished, you can list them from your resume. Volunteer work is also a good way that shows your passion and dedication for the field that you are pursuing. I was an election Judge for my community work so that will be an area that shows my dedication in the workplace. Once you have of your portfolio you can use it for specific job applications and interviews.