



THRIVING

IN THE NEW NORMAL





LET'S GET STARTED

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CONGRATULATIONS TO ALL GRADUATING STUDENTS!

As you embark on the next phase of your educational and career journey, you will be thinking about what your next steps should be.

What can you do to build your resilience and adaptability in the ever-changing working environment? How can you upgrade your skills to boost your competitiveness in the workforce?

We hope that this ITE Graduate Starter Pack will give you the information and tools you need to thrive in the path ahead. Let's work together to navigate your way.

WHERE DO I START?

Tap on the circles below to find out more



STUDY

Learn more
about how you
can further
your studies



WORK

Apply your
skills to the
real world

Deepen your
knowledge
and gain new
skills



WORK-STUDY

APPLYING FOR FULL-TIME STUDIES?

WHAT YOU NEED TO KNOW

To further your studies, you can apply for progression to *Higher Nitec*, Polytechnic or Technical Diploma courses.

NITEC TO HIGHER NITEC

School of Business & Services	≥2.8
School of Hospitality	

School of Applied & Health Sciences	≥2.3
School of Design & Media	
School of Engineering	
School of Electronics & InfoComm Technology	

Visit <https://www.ite.edu.sg/admissions/full-time-courses/nitec/progression-opportunities> to see more.

NITEC TO POLYTECHNIC **≥3.5**

Mapped courses

HIGHER NITEC TO POLYTECHNIC **≥2.0**

Mapped courses

Visit <https://jpae.polytechnic.edu.sg> to see more.

NITEC TO TECHNICAL DIPLOMA **≥3.0**

Mapped courses

HIGHER NITEC TO TECHNICAL DIPLOMA **≥2.0**

Mapped courses

Visit <https://www.ite.edu.sg/courses/full-time-courses/technical-diploma> to see more.

Applications are merit-based.

The higher your GPA, the better your chances of getting your choice. Students who have successfully accepted a place via EAE will need to meet the minimum entry requirements for the course.

DEEPEN YOUR KNOWLEDGE AND GAIN NEW SKILLS WITH CONTINUING EDUCATION & TRAINING (CET)

Upgrade yourself with ITE's part-time courses. There are many short courses to learn new skills or SkillsFuture Series courses to acquire emerging skills for the future. Click on the icons below to find out more!



[Online courses](#)



[Short courses](#)



[Certificate of Competency \(CoC\)](#)



[SGUnited Skills Programme](#)

Higher Nitec

In these part-time *Higher Nitec* courses, students who are interested in upgrading your skills have the flexibility of choosing modules according to your needs. Each module can be completed in 6 months.

For more information, visit:
<https://www.ite.edu.sg/courses/part-time-courses/higher-nitec>

Polytechnic

Part-time diploma courses are for learners with working experience and ITE qualifications. It equips you with the knowledge and skills to take on and add value to jobs in your industry.

Entry requirements differ from course to course.

ARE YOU THINKING ABOUT PRIVATE STUDIES?

HERE'S WHAT TO CONSIDER

- 1 Have you planned how would you finance your studies, as most private courses may not have government subsidies?
- 2 Do you know whether the qualification is recognised by the industry?
- 3 How much income could you be earning if you were working instead?
- 4 For male students, have you checked if you qualify for NS deferment for private studies?

You need to weigh the costs and benefits so that you can make an informed decision about your educational choices.



CRITICAL CORE SKILLS

Critical Core Skills are 16 universal soft skills that apply to any job role. Keep these useful skills in mind and work on mastering them as you progress through your career!



Decision Making



Creative Thinking



Building Inclusivity



Collaboration

01

Thinking Critically

Useful cognitive skills that help you think broadly and see opportunities in the ever-expanding world of change.



Problem Solving



Sense Making



Transdisciplinary Thinking

02

Interacting With Others

People relations skills that let you put across your views effectively and ensure that you understand the needs of the customer/client.



Customer Orientation



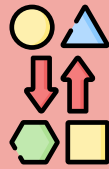
Communication



Developing People



Influence

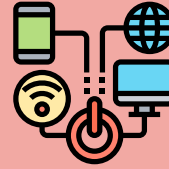


Adaptability

03

Staying Relevant

Being on top of trends and maintaining a keen sense of learning will give you an extra boost at any stage of your career.



Digital Fluency



Global Perspective



Learning Agility



Self Management

Equip yourself with these Critical Core Skills to remain relevant in your future job role.

To find out more, visit go.gov.sg/igspxccs

APPLY YOUR SKILLS TO THE REAL WORLD

MYSKILLSFUTURE PORTAL

A one-stop portal that enables Singaporeans of all ages to make informed learning and career choices, so that they can pursue their skills and career development throughout their lives.

<https://go.gov.sg/igspxmysf>

MYCAREERSFUTURE

MyCareersFuture is a portal that aims to provide Singapore Citizens and Permanent Residents with a fast and smart job search service to match them with relevant jobs, based on their skills and competencies.

<https://www.mycareersfuture.gov.sg>

ITE-E2I JOB PORTAL

Jobs aplenty for ITE graduates on our ITE-e2i job portal. Simply create an account and start applying for jobs now!

<https://uspur.e2i.com.sg/ITE>



Subscribe to ITE's Telegram channel specially created to share career opportunities with ITE graduates.

<https://t.me/s/itegradcareers>





SKILLSFUTURE WORK-STUDY PROGRAMMES

Calling all ITE Graduates!

Deepen your knowledge and gain new skills through studying and on-the-job training with Institutes of Higher Learning and industry partners.

Singaporeans and Singapore PRs can apply for Work-Study Programmes. However, only Singaporeans will be eligible for any sign-on incentives.

ITE Work-Study Diploma

1

A 30-month fully sponsored programme

2

You are employed and earn a monthly salary

3

You get good employers that commit to your skills development

4

You learn industry-relevant skills in a real work environment

5

You obtain valuable work experience with career advancement

6

You have opportunities for further education

Applications open in November. Visit
<https://go.gov.sg/igspxworkstudydiploma>

ITE Work-Study Diploma

Business Sector

- Aircraft Cabin Engineering
- Aircraft Engine Maintenance
- Aircraft Maintenance Engineering
- Applied Electronics & AI **NEW!**
- Arboriculture & Horticulture
- Architecture BIM & Design **NEW!**
- Automation Engineering
- Chemical Process Technology
- Electrical Engineering
- Land Transport Engineering **NEW!**
- Marine & Offshore Engineering
- Mechanical & Electrical Services Supervision
- Mechanical Systems Engineering **NEW!**
- Microelectronics
- Port Automation Technology
- Security Systems Engineering
- Vertical Transportation

Infocomm & Media Sector

- Airport Operations
- Community Engagement & Development
- Culinary Arts & Management
- E-commerce & Retail (Supermarket Management) **NEW!**
- Event Management
- Fitness Management
- Hotel & Restaurant Management
- Lifestyle & Recreation Management
- Logistics & Supply Chain Management
- Maritime Business Management
- Opticianry
- Patient Management & Services
- Rehabilitation Care

Engineering Sector

- Cloud Management & Operations
- Cyber Security & Forensics
- Data Centre Infrastructure & Operation
- IoT & Data Engineering **NEW!**
- IT System Integration
- Media Communication & Digital Marketing

Check out these 36 programmes from the Business, Engineering and Infocomm & Media sectors!



WORK-STUDY CERTIFICATE

FOR ITE GRADUATES

1

Complete this in 12-18 months

Structured training programme related to your course of study.

2

Get started on a Polytechnic Diploma

Upon completion, participants have the option to complete the remaining modular certificates to get a CET Diploma*.

3

Industry-recognised certificate

At the end of the programme, you will receive an industry-recognised certificate and potential wage progression or career advancement based on performance.

*For selected programmes

To see more Work-Study Diplomas and Work-Study Certificates, visit:
<https://go.gov.sg/igspworkstudyfindoutmore>

ITE TRAINEESHIP COURSES

Do you learn better and
faster through hands-on
experience?

Do you prefer to be
working instead of being in
the classroom all the time?

Traineeship may be the option for you!

Choose from over 25 *Nitec* or
Higher Nitec courses in 12 industry
sectors to suit your interest and
career goals.

For more info, visit:

[https://www.ite.edu.sg/
courses/traineeship-
courses](https://www.ite.edu.sg/courses/traineeship-courses)

PREPARING YOUR RESUME?

HERE'S A CHECKLIST FOR YOU

PERSONAL INFORMATION

How to contact you for an interview

CAREER GOALS

What you would like to achieve in your career or internship

EDUCATIONAL QUALIFICATIONS

Show you are trained to perform the tasks for the job

WORK EXPERIENCE

What industry experience you have

SKILLS AND COMPETENCIES

What skills you have that might benefit the company

CCA, AWARDS AND ACHIEVEMENTS

Other significant information about you

REFERENCES

Who they can contact to verify your information



Make sure you ...

- Customise your resume for each job
- Proofread to make sure there are no spelling or grammatical mistakes
- Update your resume regularly

Do's & Don'ts of Resume Writing

Check that you ...

- Don't give false information about your education or work experience
- Don't use an informal tone of writing
- Don't use too many colours and fonts

PRACTICE AND PREPARE YOUR ANSWERS FOR THESE

COMMONLY ASKED INTERVIEW QUESTIONS

BIODATA

Questions to learn more about you

"Tell me more about yourself."

- What course did you graduate from?
- What are some of your hobbies?

"What are your strengths and weaknesses?"

- What do you do well? Give examples.
- What do you hope to improve on and how?

CHOICES

Questions to find out more about your choices

"Why did you choose this course/ job?"

- What relevant experiences do you have?
- What relevant interests do you have?

"What do you know about this course/ job?"

- What attracts you about this school/ company?
- What do you know about the course modules/ job responsibilities?

PRACTICE AND PREPARE YOUR ANSWERS FOR THESE

COMMONLY ASKED INTERVIEW QUESTIONS

SITUATIONAL

Questions on how you handle different situations

"Tell me about a positive or negative school/ work experience you had in the past."

- What did you do and how did you overcome it?
- What did you learn from that experience?

"How would you react in a given scenario?"

- How would you apply your strengths to the given situation?

INDUSTRY

Questions to check your industry knowledge

"What are some current news you know about this industry?"

- What are some trends in this industry?
- What have you read about this industry (e.g. newspapers, trade magazines, social media)?

VIRTUAL INTERVIEW TECHNICAL SET-UP CHECKLIST



- Download the necessary software
- Ensure your username is professional
- Test the webcam and audio
- Ensure lighting is good and clear
- Decide if you want to use a headset or earpiece
- Ensure the background is appropriate
- Ensure your Internet connection is working
- Close unnecessary web browsers and applications on your device

SAY HELLO TO CAREER SERVICES

EDUCATION & CAREER GUIDANCE (ECG)

Explore your career and education pathways! The ECG Counsellors help you with:

- Discovering your career values, interests, and strengths
- Pre-industrial attachment preparation (Resume Writing, Interview Coaching, Workforce Integration)
- Finding suitable further education opportunities

CAREER & TRAINING ADVISORY

Land your dream job after graduation! The Career Advisors (CAs) help you with:

- Job readiness preparation (Resume Writing, Interview Coaching, Job Search Skills)
- Job matching
- Training consultation after graduation

ITE ALUMNI NETWORK

Stay connected with us and fellow graduates by joining our ITE Alumni Network community! Follow us to stay in the loop on the latest posts on jobs, courses and more.



fb.com/ITEAlumni



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BOOK AN APPOINTMENT



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<https://for.edu.sg/ecg-cc>



fb.com/ECGCCITE



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BOOK AN APPOINTMENT



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Information in this booklet is accurate as at time of publication.
Updated March 2022.

Published by
ITE College East (ECG) and
SkillsFuture Singapore

Best viewed with Adobe.



Institute of Technical Education



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