



# EDUGROOMERS<sup>®</sup>

## CAREER COUNSELLING



**STUDENT/ PARENT CAREER KIT**



## PREFACE:

With education being the first priority and competition at its peak choosing a right career seems to be a difficult task. Career awareness has thus become the need of the hour.

One would definitely avoid playing a career gamble for life and be stuck with a wrong career. An expert advice and guidance is the wisest step in choosing a career. Students will find this kit immensely helpful to understand the various career options.

“A journey of a thousand miles begins with a single step” (Lao Tzu)

Through this career kit we are making an effort to help you take the first step towards making the right career choice.

## HOW TO USE THE KIT:

The career kit is divided into different sections; you may review each section carefully (at least once) even if you are not keen to consider the stream.

- Commerce Section (pages 3, 4)
- Science Section (pages 5, 6, 7)
- Arts Section (page 8)
- Various Other Careers (page 9)
- Career Growth Chart (page 10)
- Web References (page 11)

Use information in these sections along with your Career report, for best results.



## COMMERCE

If you have strong mathematical skills, excellent numerical ability, keen business sense, thorough understanding of global economy, analytical & logical skills, strong communication skills well structured, organized & a lot of perseverance, then this is the right field for you.

Branches in this field:

**1) Accounts:** Accountancy is related to dealing and maintaining records of all daily financial transactions happening in business to estimate the success or failure of a business. As an accountant, you will be dealing with audits, company budgets, preparing balance sheets, taxation, etc.

Job Titles: CA, CWA/CMA, CPA, CIA, etc

**2) Finance:** Finance is the art of managing various available resources, like money, assets, investments, securities, etc. You will be researching/analyzing global market & economy, managing wealth & assets, dealing in foreign exchange & stocks, risk management, etc.

Job titles: CFP, CFA, FRM, CFM, Stock broker, Actuary, FOREX trader, etc.

**3) Banking & Insurance:** The business activity of accepting and safeguarding money owned by other individuals and entities, and then lending out this money in order to earn a profit. You will be dealing with loans, mutual funds, bonds, insurance policies, etc.

Job titles: Probation officer, Cashier, Investment banker, FOREX dealer, Loan officer, Insurance agent, etc.

**4) Management** is the act of getting people together to accomplish desired goals and objectives using available resources efficiently and effectively. Managers lead, plan, strategize, implement and follow through the projects.

Job titles: Sales and marketing manager, HR executive, Brand manager, Operations manager, Import-export manager, Retail manager, Financial manager, Event manager, etc.



## SNAP SHOT OF DIVERSIFICATION IN COMMERCE

COMMERCE					
FIELDS	12TH		CERTIFICATION	GRADUATION	POST GRADUATION
FINANCE	COMMERCE		FRM, CFP, CFA,NCFM/BCFM, CAIA, CWA/CMA, CWW, RFS, RBA,MFP	BCom, BAF, BFM, BMS,BBA	MBA-Financial Market, MBA-Finance, MCom, M.Fin, MS-Finance.
ACCOUNTS	BIFOCAL	GENERAL	CWA/CMA, CA, CIMA, CPA, CIA,CFAP, CFE	BCom, BAF,BMS,BBA	MBA-Accounts & Finance, MCom, MS- Accounting, M.Acc.
BANKING & INSURANCE	NO LANGUAGE. CHOICE OF VOCATIONAL COURSES LIKE : a) Banking b) Office Mgmt. c)Makt & Sales d) Small Ind & Self emp.	CHOICE OF LANGUAGE	IRDA-Certification For insurance, AMFI- Mutual funds	BBI, BCom, BBA, BMS	MBA
MANAGEMENT			CS, CAPM, PMP	BBA, BMS	MBA-Finance & Accounts, HR,Marketing, Operations, IT, System management, Advertisement & Media, Entrepreneurship, International business, Health care management, Retail management, etc
ENTREPRENEURSHIP			None	ANY	MBA- Family Business, Entrepreneurship
	*Maths is optional can be replaced by SP				



## SCIENCE

Science is knowledge attained through study or practice. This system uses observation and experimentation to describe and explain natural phenomena.

Branches in this field:

### **1) Engineering:**

Engineering is a branch of science and technology that deals with the designing of technology and feasibility of applications in the easiest possible way. It is a broad discipline which is often broken down into several sub-disciplines. It is often characterized as having four main branches:

- Chemical Engineering
- Mechanical Engineering
- Civil Engineering
- Electrical Engineering

New disciplines are coming into existence like Ceramic Engineering, Aeronautical Engineering, Automobile Engineering, Computers & IT, etc., are upcoming.

### **2) Architecture:**

It is the area of study which deals with the designing and planning of buildings and structures and the spaces between them.

Within architecture you can branch out into: Landscape Architecture and Structural Architecture.

As an architect you should have a good hand at sketching, good mathematical and analytical abilities, good communication skills, keen observation and imaginative power.

### **3) Computers and IT:**

Information Technology (IT) is about data collection, storage and warehousing of data, processing, analyzing, and interpreting, transferring and transmitting data. Information Technology also involves using various applications in almost all the fields you can think of; from medicine to biotechnology and even engineering.

Personal attributes required in the field of Information & Technology are strong analytical and reasoning skills, strong numerical ability; having clarity in thoughts, good communication skills; and being inventive, innovative, hardworking and tenacious.



#### **4) Pure Sciences:**

A science depending on deductions from demonstrated truths, such as mathematics or logic, or studied without regard to practical applications.

Fields of study in pure sciences are Chemistry, Physics, Biology, Mathematics, Oceanography, Biochemistry, Micro- biology etc.

#### **5) Medicine:**

It is the applied science or practice of the diagnosis, treatment and prevention of diseases.

Fields of study in medicine are general medicine and surgery, dentistry, allopathy, ayurveda, naturopathy, unani, homeopathy, veterinary sciences, animal husbandry & various super-specializations, etc.

Paramedic is a supportive field of medicine, which includes nursing, physiotherapy, speech therapy, pharmacy, medical technicians, etc.

#### **6) Commercial Pilot:**

An airplane pilot licensed to transport passengers, goods, etc.

This qualification permits the person to be in command of a single pilot aircraft, or as co-pilot of a multi-pilot aircraft & one can fly national or international.

#### **7) Merchant Navy:**

The Merchant Navy is a non-combatant commercial fleet, which deals with transporting cargo and occasionally, passengers, by sea. Its fleet is therefore composed of passenger vessels, cargo liners, tankers, carriers, as well as other special types of vehicles. A career in this field is full of adventure and long voyages to exotic places. It is a lucrative and exciting career in spite of all the hard work life and long absence from family and home.



## SNAP SHOT OF DIVERSIFICATION IN SCIENCE

<u>Science</u>				
12th	Entrance Exams	Graduation	Certification courses	Post Graduation
Science (PCB) General	AIPMT, MHT-CET, AIIMS	MBBS, BDS, BHMS, BAMS, BUMS, BVScAH, BSMS	Certification course in Gastroenterology, Laproscopy, IVF, Maternal and Child Health, Implantology etc.	M.S (Anesthesiologist, Dermatologist, Gynecologist, Specialist Physician, Pediatrician, Orthopedic Doctor, Ophthalmologist, Psychiatrist, Radiotherapist, General Surgeon, ENT Specialist, Forensic Doctor, Pathologist)
Science (PCB) General	-	BMLT, BOT, BAST, BPT, B.Sc (Nursing, physiotherapy, OT, Medical lab Technology, Clinical Lab Technology, Speech and Audiology, Home Science) B.Pharma	Certificate Course in General Nursing, Speech Therapist, OT etc.	M.Sc (Nursing, Physiotherapy, OT, Medical Lab Technology, Speech and Audiology, Home Science) MPT, M.Pharma, MOT, MAST
Science General with Maths or Bifocal	IIT-JEE, MHT-CET, AIEEE	B.E, B.Tech (Aerospace, Automobile, Biomedical, Computer, Civil, Chemical, Computer Software, Electrical, Electronics, Environmental, Industrial, Instrumentation, Irrigation, Mechanical, Mining, Metallurgical, Paint, Petrochemical, Petroleum, Production, Plastic, Polymer, Product Design, Power, Structural, Textile, Telecommunication, )	-	M.E, M.Tech(Design, Energy, Industrial, Nuclear Scientist, Biomedical, Manufacturing, Maintenance, Biotechnologist, Public Health, Highway, Materials, Geotechnologist, Robotics, Transportation, Hydraulics ), M.S (Engineering)
Science General	-	B.Sc ( Mathematics, Astronomy, Forensic Science, Geography, Geology, Nuclear Physics, Oceanography, Operations Research, Physics, Statistics, Chemistry )	-	M.Sc (Actuary, Astrophysicist, Atmospheric Scientist, Biochemist, Cardiac Lab, Technician, Geologist, Chemist, Computer Software Developer, Environmental Scientist, Fire Engineer, Food technologist, Footwear Technologist, Geophysicist, Mathematician, Medical Physicist, Meteorologist, Oceanographer, Physicist, Sound Engineer, Sugar technologist, Foundry & Forge Technologist)
Science preferred With Physics	-	B.Sc (Aviation, Nautical Science) B.E (Marine/ Mechanical Engineering)	CPL	-
Science with Maths or Commerce with Maths	AIEEE, NATA	B. Arch	-	M.Arch
Science or Commerce	-	B.Sc (IT), BCA	IT certifications	M.Sc (IT), MCA



## ARTS

The stream of arts could be broadly classified as follows:

- 1) **Humanities:** Psychology, Sociology, Archeology, Anthropology, History, Geography, Teaching, Languages, Social work, Library sciences, Law, Mass Communication, Economics.
  
- 2) **Fine Arts & Design:** It includes painting, sculpting, artist, visual arts, photography, animator, interior designer, exhibition designer, landscape designer, fashion designer, graphic designer, dance, theatre, music.

### SNAP SHOT OF DIVERSIFICATION IN ARTS

ARTS	12th	Graduation	Certification	Post Graduation
Economics	Any	B.A. Economics		M.A. Economics
Humanities - Psychology, Social Science, History	Any	B.A., B.L.I.Sc., B.S.W., B.A. (Psychology, Sociology, History) B.H.R.M.(Human Rights).		M.A. (Psychology, Sociology, History, Geography, Archeology), M.L.I.Sc. Library and information Science, M.S.W.Social Work, M.H.R.M.
Law	Any	B.A., L.L.B. (after graduation in any other field).	C.S. Company Secretary	L.L.M.
Fine Arts	Arts			
Performing Arts	Any	B.F.A. Bachelor in Fine Arts		M.F.A. Masters of Fine Arts
Media	Any	B.M.M., B.M.C.(Mass Communication), B.J., Diploma (P.R. & Corporate Communication)		M.B.A. (Events, Marketing) M.S. (Advertising), M.J.Masters in Journalism, M.M.C.Masters in Mass Communication., M.M.M. Master in Marketing Management.
Designing	Any	B.Des.(Interior,Fashion,Jewellery,Graphics) B.A. (Animation, Graphics)		M.B.A (Mktg), Certificate courses in Pre & Post Production , M.Des.
Languages	Arts	B.A. (Language)	Certification by different language boards	M.A. (Languages)
Teaching	Any	B.Ed.		M.Ed.





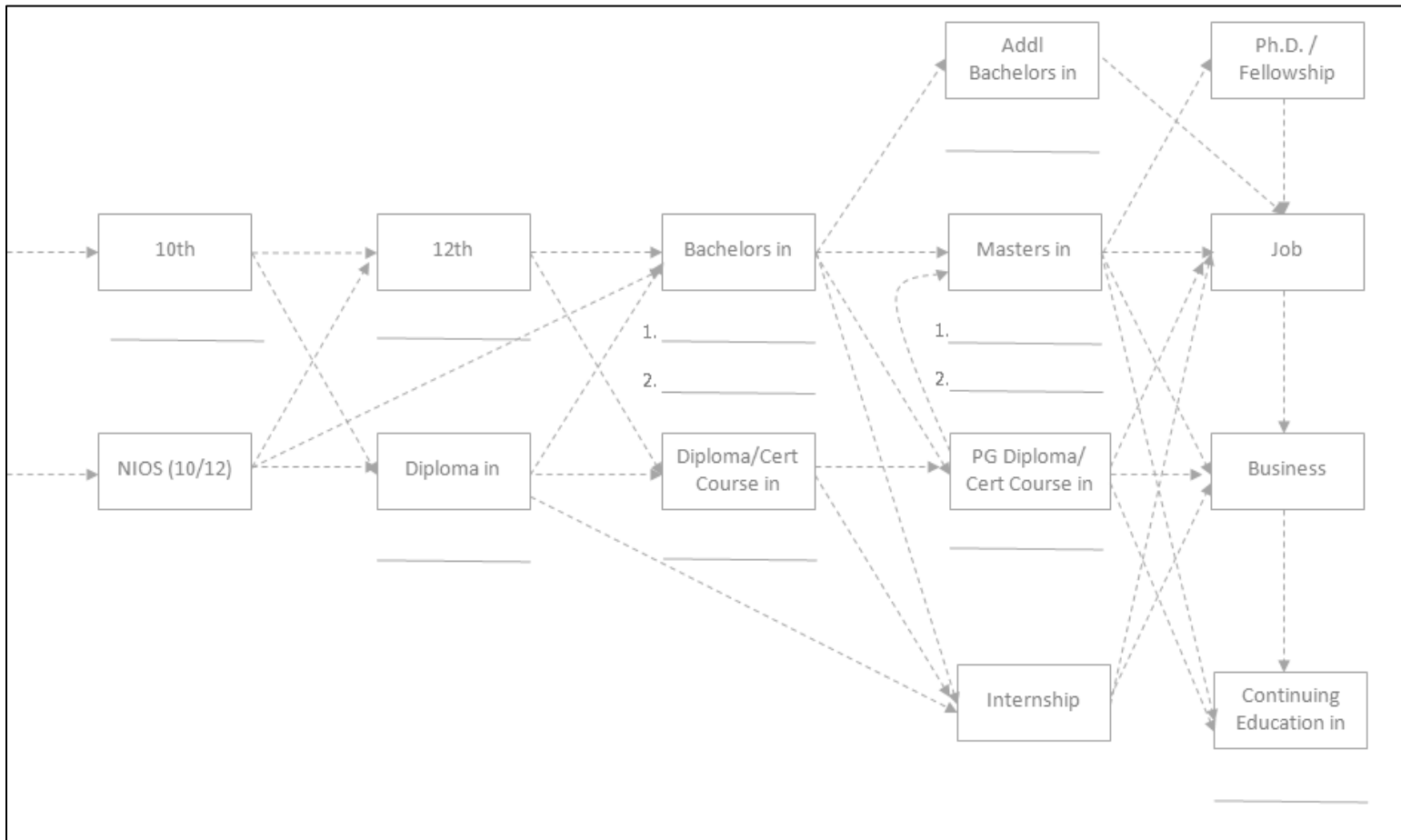
## Career Options across Various Streams

- 1) **Defense:** considered as one of the most prestigious career options. It includes Indian Army, Indian Navy and Indian Air Force.
- 2) **Civil Services:** the service responsible for the public administration of the government of a country.
- 3) **Hospitality:** Hotel management, Travel & Tourism, Wellness.
- 4) **Mass Media:** Journalism, Advertising, Event management, PR, Animator, etc.
- 5) **Offbeat Careers:** Cartoonist, Tattoo Artist, Radio jockey, Animal trainer, Make-up and Hairstylist, Aroma therapist, Bartender, etc.

Other Careers	12th	Entrance exams	Graduation	Certification Courses	Post Graduation
Civil Services	Any	UPSC (after graduation)(min age 21 max 30)	Any		
Defence services	Any	CDSE(after graduation)(age between 19 and 22) NDA exams (after 12th)	Any (science preferred for defense)		
Teaching, Management, Law, Entertainment, and Creative Arts can also be pursued from Any field					
Hospitality			BHM,B.Sc (hotel management),BA/BA (hons) in hotel management, BBA(hotel management),BTA	IATA certification courses	MBA(HM), MTA, MBA(T&T) M.Sc (HM),PG diploma in tourism management)
Off-Beat Career: ANIMAL TRAINER SINGER DUBBING RADIO JOCKEY VIDEO JOCKEY REIKI PARAGLIDING INSTRUCTOR DETECTIVE MAKE UP ARTIST	Any	NONE	Certification courses from Pvt Institutes		



Every successful professional follows a career plan. The career plan provides the map that helps an individual accomplish some established goals at certain stages of one's career. Developing a career plan may require extensive self analysis and efforts but at the end **IT'S WORTH IT.**



Career Growth Chart



*“To live is to choose. But to choose well, you must know who you are and what you stand for, where you want to go and why you want to get there.” - Kofi Annan*

The key towards a successful career starts by having the knowledge of the various options around you. We hope that this career kit was helpful in understanding the various career options available today.

We wish you have a brilliant career ahead.

For any queries and counseling contact us at Edugroomers, we will be glad to help you.

### **Web References**

- EduGroomers Career Options Webpage with more than 350 careers listed with maps:  
[www.edugroomers.com/career-opportunities.html](http://www.edugroomers.com/career-opportunities.html)
- University Grants Commission- [www.ugc.ac.in](http://www.ugc.ac.in)
- Medical Council of India-[www.mciindia.org](http://www.mciindia.org)
- Distance Education Council- [www.dec.ac.in](http://www.dec.ac.in)
- Directorate General of Civil Aviation- [www.dgca.nic.in](http://www.dgca.nic.in)
- Mumbai University- [www.mu.ac.in](http://www.mu.ac.in)
- Department of Education, Government of India- [www.education.nic.in](http://www.education.nic.in)
- Directorate General of Vocational education & Training- [www.dvet.gov.in](http://www.dvet.gov.in)
- British Council- [www.britishcouncil.org](http://www.britishcouncil.org)
- AICTE- [www.aicte.ernet.in](http://www.aicte.ernet.in)
- Maharashtra State Board of Secondary & Higher Secondary Education-  
[www.msbshe.ac.in](http://www.msbshe.ac.in)
- Directorate of Technical Education- [www.dte.org.in](http://www.dte.org.in)
- Directorate of Medical Education & Research- [www.dmer.org](http://www.dmer.org)

\*These are indicative web references. Kindly research appropriate websites for different states and different education boards.