

## Preparing for semester 1 SAÉ:

### Useful vocabulary:

#### - what type of organization you'd like to work for:

*I'd like to work for .... (an SME / a family-owned business / a multinational corporation / a non-profit organization / an aid organization / a state-owned company / a government department / a local administrative body / a Community Interest Company / a benefit corporation / I'd like to set up my own business / I want to be self-employed, etc.)*

#### - in what business sector / type of administrative body:

*I'm more particularly interested in / I'd like to join a company in... (the finance and accounting industry / events (organization) and PR / the energy sector / pharmaceuticals / the social and solidarity-based economy / catering / the agri-food industry / cosmetics / the luxury goods sector / the banking sector / helping deprived children // I'd love to work for a town/city hall / Paris Town Hall / the Treasury department / a regional authority / a university, etc.)*

#### - in what role(s)

*I want to become a Certified Public Accountant / a Human Resources manager / an asset manager / a career development specialist / a training and development specialist / a management accountant / a Labor Relations specialist / an auditor / an employee recruitment and staffing specialist / a financial controller / a payroll manager / an event planner / a project manager / a product manager / a teacher, etc.*

#### - what further training you'd need to get there:

*I plan to work as soon as I get my BUT and then move up the corporate ladder (by changing jobs frequently if necessary) / I'd need to retrain in Marketing and Sales / I plan to do a Master's degree in Human Resources specializing in Training and Career development / Recruitment and staffing / Labor Relations // I plan to study further and do the training required to become a CPA / I plan to do a Master's degree in Accounting, Management Control and Auditing / in Global Business Management / in International Business Management / in Finance / Asset Management / in Marketing // I plan to do internships in different not-for-profit organizations / I plan to do a work placement in a high street bank / in an accounting firm / in an HR department / I plan to join an SME / After getting my BUT, I'd like to spend a year abroad / I'd like to join a work-study program, etc.*

**Work arrangements you'd like to enjoy - your strongest motivating factors:**

*I'd like my company to offer remote work / a reduced work week / part-time work / job sharing / I'd like to be able to work from home two days a week / I would be motivated to work harder if I had a nice working environment and good colleagues/ if I earned a big salary. Perks such as an on-site creche or a company car would motivate me to work harder / Autonomy is at the top of my list of motivating factors / I'd like to have a good work-life balance and a meaningful job, etc.*

**Try to give reasons for your choices, by mentioning your strong points and interests.**

Examples:

*I'd like to work for an SME because the work is probably more varied, as you are often responsible for different tasks / I'd like to work for a government department because I might feel more useful / I'd like to go and work in a foreign country, so I'd rather join a multinational corporation.*

*I want to become a CPA because it's a highly regarded profession, with job security and opportunities for advancement / I'd like to be a management accountant because you get an overall view of a business and you can help senior managers make decisions. Moreover, I enjoy dealing with figures and making them talk.*

*I'd like to work for a non-profit organization because it would be more in line with my values / I'd like to join an aid organization because I love helping people in need / I plan to work for a fair trade organization because I feel concerned about workers in developing countries / I'd love to join a solidarity economy enterprise as I believe our current economic model has failed, etc.*

*I'd like to work as a recruiter because you meet a lot of people and recruiting talent is essential for a company, so I would feel very useful. / I want to become a payroll manager because payroll offers excellent job and salary prospects. Besides, it brings you into contact with people throughout the organization and I have strong interpersonal skills.*