

# SHOGLANA'S 3<sup>RD</sup> ISSUE: A SUMMARY



## **Article 1: Rules for Writing a CV**

Listed here are the basic rules for writing a CV covering what information you need to mention as well as the format. On this page the reader is also provided with a sample CV.

## **Article 2: What you should know about the job before the interview**

A jobseeker should go to his/her interview well-prepared, with an idea about the company's reputation, its activities, the job responsibilities, the salary range and other important details.

## **Article 3: Questions to expect during the interview**

Ehab Hafez, Talent Acquisition Manager for PepsiCo North East Africa, tells readers the most common interview questions and how to best answer tough questions such as "What are your strengths and weaknesses?"

## **Article 4: Interview Do's and Don't's**

Manal Maher, a human development expert and director of Al Korra for Sustainable Development, gives readers advice on what to do and what not to do during an interview.

## **Article 5: Body Language**

Body Language can be very revealing. It is important to pay attention to one's body language during an interview to give the interviewer the best possible first impression. Maintaining eye contact and firm handshakes are recommended.

## **Article 6: Do you want to be a professional driver for a company?**

A job profile detailing the main conditions of becoming a professional driver for a company, the job responsibilities as well as the pros and cons of the job. This job profile was chosen in particular since professional drivers are in high demand in Egypt.

## **Article 7: The journey of a professional driver**

An annotated diagram to show the types of vehicles you can drive with different degrees of the driving license.

## **Article 8: Minibus driver vs. Professional Driver**

A brief comparison to show how it could be more advantageous to work in the formal sector rather than in the informal sector.

## **Article 9: The Success Story of a professional driver at a food and beverage company**

A constant feature of Shoghlana is a personal success story to inspire its readers. Although Mohsen Helmy started off at the company where he works as a regular driver, due to his hard work and determination, he got promotions and is now an operations manager.

## **Article 10: The project "Intelaq"**

A description of "Intelaq" (meaning "start off"), an initiative launched by the GIZ project "Promotion of Blue Collar Jobs" in cooperation with Juhayna and PepsiCo, two companies with a high demand for professional drivers. The project aims to both improve self-perception of the drivers as well as the community's.

## **Comic 1**

A driver who used to drive a tourist bus has just gotten a position at a company. As he is still new to the job, he thinks he is heading to Alexandria rather than the company.

## **Article 11: What you should know about your work contract**

Listed here is what your work contract should cover such as the probation period and health insurance.

## **Article 12: "Know about Business" Program**

An introduction to the ILO's "Know about Business" (KAB) training program which aims to spread a culture of entrepreneurship and self-employment among youth.

## **Article 13: Myths about colds and the flu**

This article identifies commonly held ideas about colds and the flu, shows readers how the symptoms for each are different, and gives remedies to help alleviate the symptoms.

## **Article 14: Safety Advice for the professional driver**

Some instructions to keep safe such as sleeping well before work shifts and checking the car before setting off.

## **Comic 2**

An interviewer despairs as he meets with job applicants who have brought their mother, are coming to chat, or have a date to leave for.

## **Comic Competition**

Readers are invited to express themselves within the frame of the blue collar comic competition.