



# The searching process

16.09.22 by Eva Kanic-Pieterse, CEO Virtuala



About me

# HR & Recruitment career

- I have a BSc in Management
- Certification within career coaching
- I have 11 years of HR and recruitment experience from Norway
- Mostly from the oil & gas sector but also from recruitment agency
- I have worked alot with expats moving here
- Took the initiative to start up non profit organisation called PWN Norway in Stavanger. Professional Women`s Network
- I run my own business Virtuala where I am a career coach and HR for hire

Where can  
you find a  
job in  
Norway?



# Where are the jobs?

- As you might know, Finn.no and Arbeidsplassen.no, Jobbnorge.no are places you can look for jobs
- Also look at companies websites on vacant positions
- LinkedIn
- Use your network
- Recruitment agencies

Jobbsøker Bedrift

# Alt av arbeid samlet på en plass

Søk etter ledige stillinger

For bedrifter



## Finn en jobb

Søk i Norges største database etter din neste jobb.

[Ledige stillinger](#)



## Møt en bedrift

Følg en direkte sending og bli kjent med bedriften og deres stillinger.

[Se alle jobbtreff](#)



## Skriv din CV

Fyll ut din CV og bli kontaktet av relevante arbeidsgivere.

[Gå til din CV](#)

Logg inn



## Skriv din CV

Fyll ut din CV og bli kontaktet av relevante arbeidsgivere.

[Gå til din CV](#)



# Information about working in Norway for Ukrainian refugees

Information in English   [Інформація українською мовою](#)   [Информация на русском языке](#)  
[Informasjon for arbeidsgivere](#)

## Important before you search for jobs

1

You must have been granted [collective protection](#) before you can start searching for and applying for jobs.

2

When working in Norway it is important that you understand your rights and obligations as an employee.

On this page you will find information about why you need a written work contract, tax deduction card and more.



## Protection for those who have fled Ukraine

[Norsk Bokmål](#)
[English](#)
[Українська](#)
[Русский](#)

Here you will find information on how to apply for collective protection and what happens after you apply and after receiving an answer.

### Want to apply for protection ▶

Here you will find information about who can apply, rights and obligations for the permit, and how to apply.

### Have applied for protection ▶

Information on what happens after you apply for protection with the police is available here.

### Received an answer ▶

Information on what happens when you receive an answer to your application is available here.

✓ Rogaland (1 447)

✓ Engelsk (109)

## Jobb

Stilling, nøkkelord eller firmanavn



Alle stillinger (29 968)

Lederstillinger (981)

Bedriftsprofiler (3 368)



### Finn de rette jobbene forttere!

Fyll ut en Jobbprofil og få jobbanbefalinger skreddersydd til dine preferanser. Det tar omtrent 5 minutter!

[Sett i gang](#)

## Anbefalinger til deg

Enkel søknad



Teknolog - Sandnes

Upheads AS

Sandnes • 3 dager siden

Enkel søknad



AIR by Bolder



Assisterende Daglig Leder

Air By Bolder AS

Stavanger • 2 uker siden



Project Manager

Heli-One (Norway) AS

Sola • 1 måned siden

Enkel søknad



NordicEPOD



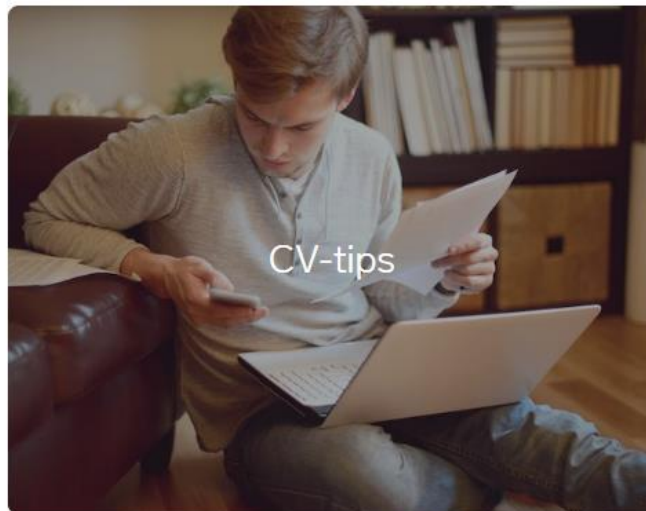
Elektrikere, Mekanikere og Logistikk personell

NordicEPOD AS

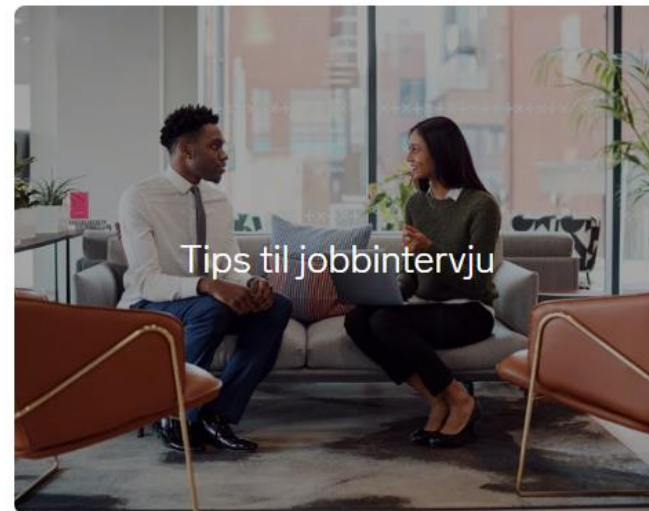
Sande i Vestfold • 2 uker siden



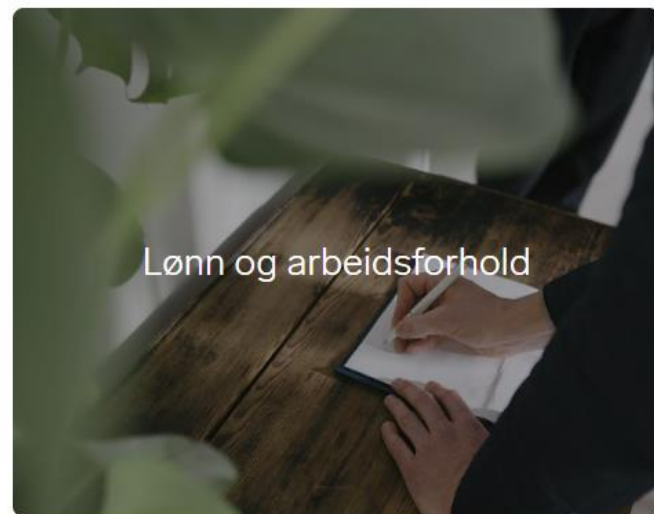
Jobbsøknad - gode tips



CV-tips



Tips til jobbintervju



Lønn og arbeidsforhold



## Jobbprofil

Finn de rette jobbene fortere

Svar på noen enkle spørsmål om blant annet arbeidssituasjon, utdanning og ønsker for neste jobb. Det tar omtrent 5 minutter!



Få **jobbanbefalinger** skreddersydd til dine preferanser



Det blir **enklere å sende søknad** når en jobb merket med "enkel søknad" dukker opp



Jobbprofilen vil kun være **synlig for deg**, ikke arbeidsgivere eller andre

Fyll ut Jobbprofil

# Job search

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- Be pro-active
- No one will knock on your door
- Do research



# Values and passion



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- Identify your values and passion
  - Find a job that shares your values

# Language

- Language can be a barrier
- Do what you can to learn Norwegian at at least B2 level
- Language will open more doors for you
- Some jobs require good Norwegian skills
- If the job requires you to read laws, legislation and documents in Norwegian, then they need to hire someone that can read and speak Norwegian



# Recruitment agencies

The Adecco logo consists of the word "Adecco" in a bold, red, sans-serif font.



[www.adecco.no](http://www.adecco.no)


The Manpower logo features a blue square containing the word "Manpower" in white, preceded by a stylized icon of three slanted white bars.

[www.manpower.no](http://www.manpower.no)


Recruitment agencies have a database with CV's and they can help you find a job.  
They have a large network in Rogaland and talk to many companies.  
They know when a company needs more employees.

# Companies webpages


 Industries ▾ Integrated Solutions ▾ Products and Services ▾ Careers ▾ 



**Careers**  
We're striving to solve the unsolvable, and to achieve that we need top talent and outside-the-box thinkers. No matter your passion, there is a part of our business made just for you.



**Career Search**  
Oceaneering has endless possibilities, and we're hiring talented individuals all over the world. Find your preferred location and your specialty by searching our online database.



**Diversity and Inclusion**  
We strive to maintain a truly diverse workforce at Oceaneering. From recent college graduates to transitioning military veterans, we pair talented job seekers with rewarding positions.

# CV - information

- I have read many CV-s and here is what I prefer:
- Clear and relevant information on CV
- Picture
- Contact information and link to LinkedIn profile
- No hobbies/interests. Not relevant
- Language and the level of Norwegian

# CV - information

## CV

Navn: Kari Normann  
Adresse: xxxxxx, Norway  
Født: 04.05.19xx  
Mobil: +47 xxxxxxx  
Epost: xxxxxxx  
LinkedIn:  
Referanser: Sendes ved forespørsel



## Nøkkelkvalifikasjoner

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- Næringsmegler
- Forhandlinger
- Kontrakter og leieavtaler
- Boligprosjekt
- Key Account Manager
- xxxxxxxxxxxx
- Kunderelasjoner
- xxxxxxxxxx

## Utdannelse

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08.2001 – 12.2004 BSc i Reiselivsledelse  
Utdannelsen inneholdt blant annet disse fagene.....

Universitetet i xxxxxxx

# CV.....

## Arbeidserfaring



01.07 – nåværende

Senior Rådgiver

Firmanavn

- Ansvarlig for xxxxxxxxxx
- Forhandlinger
- Kontrakter og tilbud
- Oppfølging og re-forhandlinger av utgående avtaler

00.xx – 00.xx

Tittel.....

xxxxxxxxxx, Stavanger

- Lead the process of xxxxxxxxxxxxxxxxxxxx
- xx
- xxxxxxxxxxxxxxxxxxxxxxxx
- Bygget et sterkt nettverk innen xxxxxxxxxxxxxxxxxxxx
- xxxxxxxxxxxxxxxxxxxxxxxx

00.xx – 00.xx

xx

xxxxxxxxxx, Stavanger

- Arbeidet I ulike prosjekt som xxxxxxxxxxxx
- Presenterte løsninger for xxxxxxxxxxxxxxxx
- xxxxxxxxxxxxxxxxxxxx

# Hole in the CV

- Some of us have a hole in the CV
- Which means that you may not work for some years
- Explain why, in the coverletter
- Did you stay at home to take care of children?
- Did you try to find a job, but did not succeed?
- Did you study?



Just having a  
job vs career



It depends on your situation – It is ok

- Sometimes in life it is ok to «just» have a job
- When you are a student, you just need some income on the side
- When you first start out after your studies, you just need to get experience
- When you have small children, you just need some income



**WE ARE  
HIRING**

## Coverletter

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- Make sure that CV and coverletter is well written
- Do the research for each job
- Read about each company and their values and their up-coming projects

# Coverletter

- Coverletter should only be one page
- Important to write about your motivation for the role and company

Example:

*«I really want to be apart of your team because you are world leading in your field and I want to learn from the best»*

**Or**

*« It would be a honor to be apart of your team and work together towards sustainable solutions»*

# Coverletter

- Speak the «same language» as the company you are applying for
- If they use words like «sustainability, renewable energy, forwardthinking.....» use the same words in the coverletter
- They want to picture you in their company as a good fit



# Call the recruiter

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- Call the recruiter after you have sent in the application
- Ask a question and showcase yourself even more

# What type of questions?

- Here you need to be pro-active and call the recruiter
- Get into a dialouge
- «I see that you are asking for someone with experience within the Tripletex system. I have worked in a similar system and can easily learn how to navigate in Tripletex as well.....»
- «How will the new project next year, impact this role?»





Thank you



- Contact information:
  - [www.virtuala.no](http://www.virtuala.no)
  - [eva@virtuala.no](mailto:eva@virtuala.no)
- Career coaching