

# The SRAD technique for job hunting

These materials have been designed to complement **Unit 1** of *Teaching Communication, Skills and Competencies for the International Workplace*, Routledge.

This worksheet aims at helping you to develop enabling skills and competencies that you could apply for job hunting in different international workplaces.

The worksheet follows the SRAD technique. SRAD stands for Search, Research, Analyse, and Decide.

## 1. SEARCH

### 1.1 Focus on the Market

- Where would you like to work?

This initial question encourages you to focus on the geographical market you are interested in. Once you have decided whether you'd like to work in Japan, Italy or Spain, for example, you will have to think of the following questions:

- What do I know about the [Japanese, Italian, Spanish] culture?
- How would I feel living and working there?
- How much of the local language would I need to know? What's the role of English in that particular context?

SEARCH: Now using the Internet, search information that would allow you to answer the questions above.

The answers to these questions should also help you to become more realistic about your aspirations and expectations.

### 1.2 Focus on the Job

Now that you have decided where you'd like to work, you need to find out what jobs are available in that particular market and industry.

SEARCH: Again using the internet, look for available jobs in the industry sector you are interesting in working. You can use job boards such as "Overseas Jobs" or "Search Jobs Abroad" to help you.

<https://www.overseasjobs.com/>  
<https://www.searchjobsabroad.com/>

Focus on one (or two) of those jobs, and answer the following questions:

- What is the job about?
- What responsibilities does the job require?
- What skills and competencies are required to do the job?

## 2. RESEARCH: Focus on the employer

**RESEARCH:** Once you have decided on the job, do some research on the employer advertising the position so that you can answer questions such as:

- What type of company/organisation is it?
- What are their core values?
- What work ethics do they adhere to?
- What kind of organisational culture would I be working in if I were offered the job?

These are important aspects that you need to consider when searching an international job. This exercise encourages you to reflect on the value of finding a company or organisation that is a good match for your own values and work culture and ethics.

## 3. ANALYSE: Focus on the job responsibilities and requirements

**ANALYSE:** Now do a comparative analysis of the responsibilities and requirements of the job (see 1.2 above), and the skills and competencies you have and can offer the job advertiser. You can use the table below for the comparison.

Aspect	Job	Me (How prepared am I to meet these?)
Responsibilities		
1.		
2.		
3.		
Requirements		
1.		
2.		
3.		

## 4. DECIDE: Focus on decision-making

**DECIDE:** Now that you have compared what is required to do the job successfully with your own skills and competencies, you should be in a better position to decide whether you are ready to apply or not. If their requirements and your skills and competencies align in about 80% of the cases, then you are ready to apply. If they don't, take this as an opportunity to decide what you would need to do (e.g., take a course, brush up your knowledge of the local language) before you apply for this or a similar job in the future.