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Murdoch University Dubai

The Link: Employability News & Updates



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Welcome & Message from the General Manager

Dear Students,

Welcome to *Issue 12 of The Link*, Murdoch University Dubai's Employability Newsletter.

Whether you are just beginning or continuing your studies at Murdoch University Dubai, we are thrilled that you are here. At Murdoch Dubai, each day is a chance to explore ideas, build friendships, and turn curiosity into capability. Together, we will learn, collaborate, and take practical steps toward the future you want to create.

Your future is waiting. Make it happen!

Cheers!

Mark Brown
General Manager
Murdoch University Dubai

Murdoch University Dubai: Snapshot

- Part of a global Murdoch network with campuses in Australia, Singapore, and Dubai.
- Located in the vibrant Dubai Knowledge Park, fostering innovation and industry collaboration.
- Committed to student and graduate employability through industry-aligned curricula, real-world projects, and employer engagement.
- Australian-accredited degrees designed to meet the demands of the UAE and global job markets.

Job Search Essentials

- ◇ **Nail the first impression.** Polish your CV, tighten the cover letter, and make LinkedIn match the role(s) you want.
- ◇ **Apply through multiple channels**, such as:
 - **Job boards:** Build full profiles on Bayt, MonsterGulf, Indeed, and NaukriGulf to increase visibility
 - **Company Careers pages:** Apply on employers' career websites. These applications land directly in their hiring workflow and are easier for recruiters to track
 - **LinkedIn Jobs:** Apply to jobs posted on LinkedIn. Set alerts, research the team, and message a relevant contact once you have applied.
- ◇ **Talk to people.** Reach out on LinkedIn to recruiters and professionals with short, personal messages that say who you are, which role you are applying for, and one specific ask (e.g., "Is X skill essential?" or "Any advice to strengthen my application?").

Use warm introductions. Ask lecturers, internship supervisors, alumni, friends, or family to introduce you to someone at the company. People are far more likely to help when your request is concrete and easy to act on (e.g., "Could we do a 10-minute call this week?" or "May I send my CV for feedback?").

Example message:

"Hi [Name], I'm a [program/major] student at Murdoch University Dubai applying for the [Role] at [Company]. I admire [specific project or value]. Would you be open to one quick suggestion on how I can tailor my CV for this role? Thanks so much, [Your Name]."

- ◇ **Once you are in, level up.** Say yes to projects that stretch you. Write down what you delivered. Turn those wins into transferable skills employers recognize: communication, teamwork, problem-solving, and ownership.

This week's goal: Pick one role, tailor your CV to it, apply on the company site, and message one person on that team. Baby steps go a long way!

How AI Can Boost Your Employability

AI can act as your **career co-pilot**. It would not land the job for you, but it makes you sharper and faster.

- **CV & Cover Letters:** Generate achievement-focused bullets, tighten language, and tailor to job posts.
- **Interview Practice:** Run mock interviews; get feedback on clarity, tone, and structure.
- **Skill Building:** Analyze job descriptions to spot skill gaps and discover relevant courses/certs.
- **Networking Assistant:** Draft personalized LinkedIn messages and summarize employer profiles.
- **Job Search Efficiency:** Set alerts, track applications, and stay on top of deadlines.

Employers value adaptability. Demonstrating you can use AI strategically is an employability skill in itself.

Important: Remember to use AI responsibly and ethically. Do not copy and paste. Draft first, use AI to refine, then review again so the final work is clearly your own.



Netiquettes for Professional Success

Netiquette (internet + etiquette) is the set of polite, professional norms for how you communicate online, in email, chat, learning platforms, video calls, and social media. It's about clarity, respect, timeliness, and privacy, so your digital footprint helps your reputation.

Why it matters: Employers, lecturers, and peers often meet you online first. Good netiquette signals reliability and professionalism.

Five quick rules:

1. Keep it professional: Clear subject lines, polite tone, no slang with staff/recruiters.
2. Be timely: Reply within 24 to 48 hours (or set expectations if you need more time).
3. Respect privacy: Think before sharing screenshots, CC only those who need it.
4. Show up well on video: Test mic/camera, clean background, mute when not speaking.
5. Use AI wisely: Draft with AI, personalize before sending, and fact-check names, roles, and details.

Internships and Work Opportunities on Murdoch University Dubai Career Portal

Murdoch University Dubai Career Portal offers work opportunities for students in a multitude of fields and industries, such as (i) Marketing, Event Management, and Content Creation, (ii) Finance and Business Development, (iii) Information Technology, (iv) Psychology, etc. Such work experiences, comprising internships as well as part- and full-time roles, offer students the depth and breadth of knowledge that is indispensable to succeed in the work environment.

Check out the Career Portal at murdochdubaicareerportal.com regularly and apply for opportunities that are in line with your career aspirations.

Quick Employability Tips

- **CV Tip:** Start each bullet with a strong action verb like “developed,” “coordinated,” or “achieved” to show impact.
- **LinkedIn Tip:** Add your coursework & academic group projects under the Experience section. Employers love seeing applied skills.
- **Employability Skills Focus:** Communication is key. Sharpen your ability to speak clearly and confidently in class, group projects, and presentations. The more you practice now, the more natural and professional you'll sound in interviews and at work.



Networking Frequently Asked Questions (FAQs)

We are frequently asked by students about networking and how to build professional connections. Here is a summary of our guiding responses:

A. How can I start networking in the UAE?

1. **Begin with LinkedIn.** Create or update your profile so it reflects your skills, interests, and career aspirations.
2. **Attend events.** Join university-hosted workshops, career fairs, industry talks, and student club activities. These are natural spaces to network and meet professionals.
3. **Engage online.** Follow companies and thought leaders on LinkedIn; comment thoughtfully on posts to get noticed.
4. **Tap into your existing circles.** Speak to lecturers, alumni, friends, and family who may already have connections in your field.
5. **Be proactive.** Do not wait for opportunities to come to you. Send polite, concise connection requests and start conversations.

B. How do I build meaningful connections?

1. **Quality over quantity.** It is better to build a few genuine relationships than to collect hundreds of contacts.
2. **Offer value.** Networking is not just about asking for help; share resources, ideas, or even encouragement with your contacts.
3. **Follow up.** After meeting someone at an event, send a short LinkedIn message or email within 24 to 48 hours.
4. **Stay visible.** Post updates about your projects, coursework, or achievements to remind your network of your progress.
5. **Keep it authentic.** Be yourself. People are more likely to remember you if you come across as genuine and respectful.

C. How do I network with confidence?

1. **Prepare your elevator pitch.** Be ready to introduce yourself in 30 seconds, focusing on who you are, what you study, and what you are passionate about.
2. **Ask questions.** Show curiosity about other people's work and experiences. It makes conversations flow naturally.
3. **Practice active listening.** Pay attention and respond thoughtfully, rather than planning what you will say next.
4. **Start small.** Practice networking in low-stakes settings, such as student clubs and your lecturers, before larger professional events.
5. **Shift your mindset.** Think of networking as relationship-building, not as asking for favors.

Remember: Networking is not about who you know. It's about who knows you and remembers you.

Employability Workshops & Recordings

Over the last few semesters, we hosted a large number of Employability workshops. We are excited to provide you with the recordings of three of our previously offered Employability Workshops. We will continue to bring back selected previous workshop recordings to our future issues of this Newsletter:

#	Workshop	Date Offered
1	Making your resume stand out! Recording Link Slides Link	September 2022 Trimester
2	Boost Your Employability – Alumni Discussion Forum Recording Link	May 2022 Trimester
3	Elevator Pitch and Interview Responses Recording Link	January 2022 Trimester

Quintessential Quotations

“Opportunities don’t happen. You create them”

– Chris Grosser

“Your work is going to fill a large part of your life, and the only way to be truly satisfied is to do what you believe is great work, and the only way to do great work is to love what you do”

– Steve Jobs

Book 1:1 Employability Support

Are you wondering if your resume stands out? Do you have a technical or behavioral interview coming up, and need practice to get ready? Do you need to refine and rehearse your Elevator Pitch? Or discuss possible career paths in your field of specialization?

Contact **Uzma Shaheen (Employability Support Advisor)** to grab an in-person or virtual appointment for support on Career and employability-related matters.

