



# GRANDE PRAIRIE REGIONAL COLLEGE

## Power Engineering Program

### Career Investigation Questionnaire

**Note:** The Career Investigation is one component of the student selection process for our Power Engineering program. Your career investigation summary should contain information that will convince the Admissions Committee that you are serious about attending the Power Engineering Program at GPRC.

**Goal:** By responding to the career investigation questionnaire, you will better understand the intent of GPRC's Power Engineering program. The information will assist you in developing a rationale for supporting your vocational career plan. Some research should be done by you, such as doing research through the Alberta Career Centre and discussing the occupation with employers, people working in that field, and training institutions.

Your admission to the program cannot proceed without submission of the completed Career Investigation Report. It can take a couple of weeks to be reviewed. Inadequate submissions will be returned for improvement. So, consider being prompt and thorough with your submission.

#### **Personal Background and Qualifications:**

By using the following points as a guideline, consider why you think you would be successful in this occupation.

Respond in a "Question and Answer" format, writing out the question and followed by the answer.

1. Occupational Goal
2. Would you relocate in seeking employment after the training is completed? If so, where?
3. What natural aptitude (abilities) do you have (problem solving, manual dexterity, verbal ability, etc.)?
4. What kind of work do you expect to be doing five years from now?
5. Do you have any physical limitations or health reasons that would affect your work in this occupation? Please explain. (Investigate the working conditions, environment, and physical demands of the occupation)
6. Courses in school in which you excelled
7. Additional training or courses completed that are related to this occupation
8. Volunteer or work experience
9. Interests or activities that demonstrate skills and abilities that are relevant to the program and occupation you are considering.
10. Overall, why this occupation is right for you.

## Occupational Information:

**Arrange to visit two (2) employers in your area of interest to observe the work environment and to ask questions about the occupation.** Sample interview questions are listed below to get you started. However, personalize them to the information you need to know in order to decide if you will pursue the career.

Provide your responses from both interviewees under each question.

**Keep both interviewee's responses separate**

Ex. Question 1?      Employee 1: response  
                                 Employee 2: response

- 1) What is a typical workday like? (What does the employee really do?)
- 2) What does s/he like or dislike about the job?
- 3) What skills/abilities are needed/beneficial?
- 4) What education and training is required?
- 5) What are the starting, average, and maximum salaries in this occupation?
- 6) Are there opportunities for promotion?
- 7) What are the working conditions?
- 8) Where are jobs most likely to be located?
- 9) What are the normal hours of work and what type of shift schedule is involved?
- 10) How much daily travelling time is required from your home to work?
- 11) Is the job typically full-time, part-time, seasonal, or contract?
- 12) What is the future outlook for this career?
- 13) How stable is employment in this industry?
- 14) What is the employment outlook for this occupation provincially and locally?

Identify your interviewees:

- Full name
- Designation; power engineer class
- Company's name, address, phone number
- The employee's business contact information if different from above
- Date of interview

## Guidelines to Writing Your Career Investigation:

Your Career Investigation should look professional, typewritten in MS Word and sent to Student Services as an e-mail attachment for evaluation. All the questions need to be answered and in the above numerical order. Check for spelling or grammatical errors. You should ensure the information is relevant and easy to read. The contact e-mail to send your completed report is [FVAdmissions@gprc.ab.ca](mailto:FVAdmissions@gprc.ab.ca).

- Include dates you met with people or attended information sessions, names of occupational contacts and the companies where they work.
- List web or paper resources you utilized in your research.
- Report on the information you gathered through personal contact or other methods of research.
- Aim for one to two pages in length.

The Career Investigation is very much like a resume in that you are competing to gain entrance into the program. In summary, you need to sell yourself, demonstrate your knowledge of the program, and prove what you've learned about the industry.