
















# WP3: Establishment/Enhancement of the Careers, Employability and Enterprise Services (CEES)

## D 3.2 Guideline on careers, employability and enterprise services

<b>Deliverable</b>	D 3.2 Guideline on careers, employability and enterprise services
<b>Date</b>	08.04.2023
<b>Partner(s)</b>	Kulob State University named after Abuabdullohi Rudaki
<b>Version</b>	v01
<b>Status</b>	Draft
<b>Dissemination</b>	internal document
<b>Comments</b>	

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**Acknowledgement:** TRIGGER is co-funded by the Erasmus+ Programme of the European Union under Grant Agreement № 617309-EPP-1-2020-1-SK-EPPKA2-CBHE-JP

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## 1. WELCOME NOTE

Please welcome the target groups of this Guide ...

It is 78 years that Kulob State University named after Abuabdulloh Rudaki has strengthened its leadership in the system of higher education of the Republic of Tajikistan, introduced a system of continuing professional education, expanded the range of undergraduate programs, introduced master's and doctoral programs, ensures the influence of university education in the republic. At present, the university trains specialists and teachers in various areas for education and science sphere, as well as other areas of the national economy of the republic. We have developed services to support students, staff of the university and companies. So whoever you are, Kulob State University is an opportunity !”

## 2. The overall concept on careers, employability and enterprise services offered by HEI

**Explanation:** Please outline what is a Career Guidance and Counseling concept at your university? How this concept support student during them study at university? which competences and how university will help to improve skills? Why Career guidance and counseling programs need to student? What is a benefit for students?

**Maximum:** 2 pages

The general concept of the leadership, responsibilities and services of the university in the direction of students for vocational training is presented in the "Development Strategy of Kulob State University named after Abuabdulloh Rudaki for 2023-2028". It should be noted that the concept of advanced training and employment of university graduates is the Law of the Republic of Tajikistan "On the training of specialists, taking into account the requirements of the labor market" (News of the Supreme Assembly of the Republic of Tajikistan, 2012. #8, art. 832) and the Decree of the Government of the Republic of Tajikistan "On the State Strategy for the Development of the Labor Market of the Republic of Tajikistan until 2020" (dated June 2, 2011 #277) .

The educational activity of the university in the field of higher professional education and postgraduate education is conducted in 10 faculties: Education and culture; Physics and mathematics; Chemistry and biology; History, law and international relations; Financial and economic Faculty; Economy and management; Tajik philology and journalism; Russian philology; Foreign philology and Physical training and military defense preparation.

## 3. PART I: services for students

**Explanation:** Please outline the services offered by your university for student; it should be services available to students on campus. For example: career service, e-service, library, sport club and so one

**Maximum:** 2 pages

The university has a Career building and Innovation Center, the main purpose of which is to promote and support the professional development and advanced training of students and graduates in the labor market. The Center performs the following tasks:

- Comprehensive support for students and graduates in the field of their educational development;
- Provision of various planning and professional development services;
- Assistance in achieving the professional goals of students and graduates;
- Formation of new skills among students and graduates in order to increase their competitiveness in the labor market;
- Carrying out a job fair in order to ensure the employment of students and graduates in the labor market;
- Provision of information on forecasting the development of employment in the labor market;
- Carrying out monitoring in the labor market regarding professional requirements for various specialties and qualifications;
- Provision of a range of services for acquiring the necessary skills for professional development;
- Organization of educational services in the form of seminars, trainings and advanced training courses to find a worthy position, advanced training and advanced training;
- Organizing and ensuring constant interaction with employers on training specialists for the labor market;
- Continuous cooperation with entrepreneurs, international organizations, state and non-state institutions to ensure the employment of students and graduates;
- Providing opportunities for professional development, including internships, fellowships, community service, student and alumni volunteering.

Along with theoretical training, students are involved in practical and experimental work in the following educational and innovative centers:

- ✓ Career building and Innovation Center;
- ✓ Techno-park;
- ✓ Languages learning Center;
- ✓ Culture House of the University;
- ✓ 7 Educational laboratories;
- ✓ 14 Scientific laboratories;
- ✓ 1 Internet center;
- ✓ 11 Computer classes;
- ✓ 3 Language classes;
- ✓ 2 Sports halls;
- ✓ 2 Sports grounds;
- ✓ 3 Educational and experimental bases;

The students may use such possibilities of the University:

The scientific library has more than 110,000 copies of books, magazines and newspapers, including 104,062 printed and 3,290 electronic ones. There are 30,065 books in Tajik, 76,120 books in Russian, 1,504 books in English and 293 books in other languages.

#### 4. PART II: services for HEI staff

**Explanation:** Please outline the available services at the university for support the staff. It should be long distance learning, library, antiplagiarism system at university and so one.

**Maximum:** 2 pages

The university administration has created a number of services to support teachers and staff:

- Teachers and staff pass advanced training courses in cooperation with the Institute for Advanced Studies every 3-5 years. The program of these courses is compiled at the request of the participants themselves, and trainers are invited selectively. The tuition and diploma costs of these courses are funded by the university. Diplomas of advanced training of the Ministry of Education and Science of the Republic of Tajikistan are considered one of the main indicators in the process of checking the progress of the professional activities of teachers.
- Staff and teachers are provided with benefits when receiving a second higher professional education, additional education, short-term courses in foreign languages (Russian, English), information technology, etc.
- The university supports teachers with special grants in the amount of 4,000 somoni for the defense of a thesis of a candidate of science, up to 10,000 somoni for a doctor of science.
- The university regularly organizes scientific conferences, seminars and meetings, and also provides an opportunity to publish the results of research work, in particular, in the scientific journal of the university.
- The university administration provides financial and methodological assistance to staff and teachers in the preparation and publication of textbooks, teaching guidelines, monographs, inventions and rationalization proposals.
- Scientific and experimental laboratories of the university provide essential services for the implementation of scientific results of teachers and researchers.
- The department of international relations of the university attracts teachers and researchers to the implementation of international projects in the field of education, in the course of their implementation, teachers acquire international experience.
- Within the framework of international projects in the field of education, university teachers are mobilized to foreign universities, participate in advanced training courses, seminars and trainings, and improve their professional skills.
- The scientific library and educational and innovative centers of the university for teachers provide teachers with the necessary materials, digital equipment and the Internet.

#### 5. PART III: services for other stakeholders:

**Explanation:** Please outline your university services which can support university stakeholders for sustainability, the university must maintain good relationships and attend to issues affecting

**Maximum: 2 pages**

Kulob State University named after A. Rudaki has the close cooperation with more than a 100 State and Private companies and Ministries of the Republic of Tajikistan, as Ministry of Education and Science of RT, Departments of Education of Kulob Zone, National Academy of Science of RT and its institutions, The executive body of the state government of the Kulob city, OJSC “Shiri Kulob Milk Factory”, SUE, SB RT “Amonatbonk”, OJSC “Orienbank”, and other financial companies, State institution "TV-Kulob", Branch of State Institution “TV Safina” in Kulob Zone, National Information Agency of Tajikistan “Khovar” and etc, where the students will be involved for educational, practical and production practices.

In the framework of the work plan and strategy of the university, various events are held every year in the university. In this events employers participate as guests, trainers, mentors, etc. In order to attract employers and demonstrate the scientific and educational achievements of the university, national and regional conferences are held, and presentations are given to solve the problem of student employment. In such conferences, employers and interested parties present the requirements of their companies for the training of specialists in their field, and the university tries to implement those requirements in the training process of the specialists.

It should be said that in order to bring graduates closer to employers, the university organizes speed mentoring. In this training, employers talk to each student face-to-face and provide information about the requirements and opportunities of their company. Students also have the opportunity to present themselves to employers as highly qualified specialists. After such events employers find the future staff of their company and hire them.

## 6. Map, contact information

Explanation: Please outline the physical address, mailing address, telephone number, facsimile number and email address of a department or persons with whom student/staff(other stakeholder can contact direct if they will have questions about services.

#	Structure	Name	Phone number	Email
1	Coordinator of the TRIGGER project at Kulob State University	<i>Orifov Orzu</i>	+992 987218589	<a href="mailto:orifov.02orzu@mail.ru">orifov.02orzu@mail.ru</a>
2	Department of Internship and Work with Graduates	<i>Boboev Bakhtovar</i>		
3	Career Building and Innovation Centre	<i>Sharipov Anvar</i>	+992 985767276	<a href="mailto:ansorianvar@mail.ru">ansorianvar@mail.ru</a>



## 7. Visualisation

**Explanation:** Please present the information in a visual form: in the form of diagrams and graphs, diagrams, tables. Infographics and illustrations (photo, drawing) can also be used.

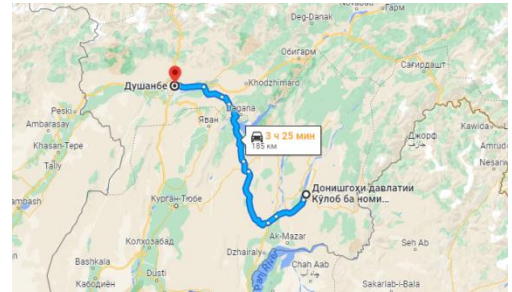
### KULOB STATE UNIVERSITY NAMED AFTER ABUABDULLOHI RUDAKI



The future needs to be built today

185 kms far from Dushanbe city - the Capital of republic of Tajikistan,.

See the map in billow!



<https://www.google.com/maps/@38.5494444,69.6833333,15z>