

# Maikin työnhakutarina

Maikki on viidennen vuoden koneteekkari Aalto-yliopistosta. Hänellä on jo aika paljon erilaista työkokemusta, myös omalta alalta. Maikki on hakemassa diplomityöpaikkaa ja hänellä on tietty yritys mielessä, johon haluaisi päästä töihin.

Maikki on seurannut kyseisen yrityksen toimintaa maisteriopintojensa alusta asti ja hän on käynyt tutustumassa yrityksen osastoon rekrytointitapahtumassa. Siellä hän keskusteli yrityksen edustajan, Tom Larssonin kanssa, työllistymismahdollisuuksistaan yritykseen.

Yritys on suuri kansainvälinen toimija ja Maikki voisi mielellään jatkaa siellä valmistamisensa jälkeenkin. Yritys tarjoaa paljon uramahdollisuuksia myös Suomen ulkopuolella. Yrityksellä on oma rekrytointijärjestelmä, johon he toivovat avoimia hakemuksia. Maikki tekee avoimen hakemuksen yrityksen rekrytointijärjestelmään.

## Maikki Mannisen avoin hakemus

Application for a Master's Thesis position

I am looking for a position as a Master's Thesis worker and Propulsion Solutions would be my first choice. The Prop Company has been successfully developing technologies which are changing the industry. I met your company representative Mr. Tom Larsson during the Campus Career Fair in December 2017 and he encouraged me to send an application.

I am a fifth year Engineering Design and Industrial Management student. In my Master's Thesis, I would like to apply the engineering design and product development skills, that I have acquired during my studies and when working on my Bachelor's Thesis. A project on energy efficient motors would be particularly interesting. The success of the award-winning, energy efficient Putsvek-motors has been something I have followed with eagerness.

My study projects at Aalto University and my exchange/internship period in Switzerland have proved I can work efficiently in international teams and working environments. I am fluent in English and have good working skills in German. I believe that 15 years of playing team sports, has helped me to build my people skills. On my own time, photography and photo editing is a hobby that helps me relax. It also proves my attention to detail.

I would be happy to relocate in Finland or to another European country. I would be available to start work in late January.

I look forward to an opportunity to discuss with you personally. I will contact you again next week.

Regards,

Maikki Manninen  
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+358 444 555 222

**Maikki Manninen**

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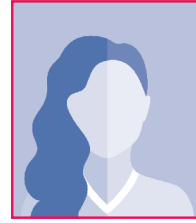
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**CAREER GOALS**

- Looking for a Master's Thesis position preferably in propulsion solutions.
- Good skills in engineering design and product development.
- Described as creative and easy to work with by colleagues.
- In the future, wish to pursue a career in the field of energy efficient motors and microgrids.

**EDUCATION****Aalto University, Espoo, Finland****Master of Science studies, Mechanical Engineering, 2016–**

- Major: Engineering Design, Minor: Industrial Management. 90/120 ECTS
- Courses in Product Development: ETH Zurich, Switzerland, 1–6/2017

**Bachelor of Science, 2012–2016**

- Major: Engineering Design, Minor: Industrial Engineering and Management. 180/180 ECTS
- Bachelor's Thesis: Rapid Prototyping in Product Concepting

**Matriculation Examination, Vihti Upper Secondary School, 2011****WORK EXPERIENCE****Intern, AutoPlan, Zurich, Switzerland 06–08/2017**

*Global leader in providing engineering, manufacturing and consulting services for automotive industry.*

Worked in a mechanical engineering team for vehicles.

- Participated in concept and product development projects for complex mechanical solutions.
- Applied rapid prototyping methods in product concepting.
- Participated in product testing and compiled data to be presented for customers.
- Got positive feedback on my ability to suggest out-of-the-box solutions to design problems.

**Rotor Oy, Pori, Finland**

*Finnish company specialized in the production of motorized switch-disconnectors, switch-fuses, manual motor starters and related electrical appliances.*

**Production Worker / Supervisor 05–08/2015**

Assembled, tested, and packaged motorized switch-disconnectors and switch-fuses.

Acted as a supervisor of a team of 15 persons during July and August. Trained new manufacturing workers in machine and process safety.

**Production Worker 06–08/2014**

Assembled, tested, and packaged motorized switch-disconnectors. Learned to understand the production process and received excellent feedback for the quality of my work.

### **Volunteer Worker, City Cup, Helsinki, Finland 05–07/2013**

*International football tournament for children and young people, 20 000 participants.*

- Worked in a kiosk during the tournament. Before the tournament started, helped to organise school accommodation for the football teams. My language skills were very useful.

### **Cashier, Liiteri Shop, Vantaa, Finland 08/2011–07/2012**

- Accepted payments using cash, credit cards and other forms of payments.
- Handled returns and exchanges of goods.
- Answered questions about merchandise and promotions.
- Received positive feedback for serving customers patiently even during rush hours.

### **IT SKILLS**

**MS Office:** Word, Excel, PowerPoint. **Good skills**

**Cloud services:** SharePoint, Google Drive. **Good skills**

**Modelling:** Creo Parametric 3.0, Solid Works, Catia V5, NX-CAD, MATLAB. **Good skills**

**Programming:** Fortran, C/C++. **Basic skills**

**Photo editing:** Photoshop. **Good skills**

### **LANGUAGE SKILLS**

**Finnish** – native

**English** – fluent

**Swedish** – good

**German** – good

### **OTHER INFORMATION**

Occupational Safety Card: valid until 6/2019

Food Hygiene Card: valid since 8/2011

### **HOBBIES and INTERESTS**

Football and jogging.

Photography: During summer of 2016, took an advanced photography course.

Then travelled in China, taking 5 000 photos and edited them for my portfolio.

### **CV-vinkit**

CV-esimerkkimme näyttävät, miten mahdollisimman moni erilainen tilanne kuvataan CV:ssä. Nämä eivät ole oikeita ihmisiä, joten älä lannistu, jos sinun CV:ssäsi ei ole yhtä paljon sisältöä.

Testaa, ymmärtääkö toista alaa opiskeleva kaverisi tai sukulaisesi CV:si perusteella, mitä olet tehnyt työksesi. Kaikki rekrytoijat eivät ole oman alasi ammattilaisia, joten pyri kertomaan työkokemuksestasi ymmärrettävästi.

Jos haet kansainväliseen yritykseen, mieti jätätkö merkinnän varusmiespalveluksesta CV:hen. Varusmies-/siviilipalvelus ei ole joka maassa pakollinen, joten se voi antaa sinusta militaristisen kuvan.

Jos et ole työskennellyt kesällä ja työkokemuksessasi on ns. ”aukkoja”, kerro CV:ssäsi, mitä teit tuona aikana. Rekrytoijalle on helpompi, että aukkoja ei ole, jotta hänen ei tarvitse arvailla, mitäköhän olisit voinut tehdä.