

**Action plan for analysis and promotion of graduate employment for the 2024-2025 academic year**

№	Name of events	Performers	Term execution	Structural unit (to whom it is provided)
1	Updating the page about employment, practice databases, posting vacancies, etc. on the university website	Head of the Career Center	on a permanent basis	Updating the page about employment, practice databases, posting vacancies, etc. on the university website
2	Providing a list of 2024 graduates with contact information	Deans of faculties	until December 1 2024	To the head Department of Monitoring and Strategic planning
3	Conducting an analysis using the Electronic Labor Exchange database on the availability of job vacancies in the Abay region and the city of Semey	Head of the Career Center	on a permanent basis	To the head Department of Monitoring and Strategic planning
4	Providing information about availability of job vacancies in the Abay region and the city of Semey for final year students and graduates of 2024	Supervisor Department of Monitoring and Strategic planning	on a permanent basis	The report is provided to the rector for UMP
5	Organization of master classes, presentations, seminars on employment and career growth from representatives of social partners-employers of the Abay region	Head of the Career Center	on a permanent basis	The report is provided to the Rector for UMR
6	Conducting meetings with students graduate courses on employment according to the approved schedule	Supervisor Department of Monitoring and Strategic Planning	December 2024	Approved schedule of meetings with graduate students provided to the deans of the faculty
7	Conducting graduate employment analysis 2024	Head of the Monitoring and Strategic Planning Department; Head of Postgraduate Education	December 2024	Vice-Rector for Educational Management

8	Carrying out preparatory work for students to complete HKT final courses in the field of "Pedagogical Sciences" and the test for admission to the civil service	Deans of faculties; Head of Postgraduate Education	November-December 2024	The report is provided to the Rector for UMR
9	Approval of the schedule for the "Graduate Fair" event for graduating students	Supervisor Department of Monitoring and Strategic Planning	March 1 2025	Deans of the Faculty
10	Conducting a preliminary distribution of graduate students on the basis of the state educational order	Deans of faculties; Head of Postgraduate Education	February-March 2025	To the head Department of Monitoring and Strategic planning
11	Holding conferences with the involvement of graduates and employers in order to improve the image of the university	Head of the Career Center	April 2025	To the head Department of Monitoring and Strategic planning
12	Personal distribution of graduate students based on the state educational order	Deans of faculties; Head of Postgraduate Education	May 2025	To the head Department of Monitoring and Strategic planning
13	Providing graduates with individual consultations from career center specialists on employment issues, selection of vacancies and career guidance	Head of the Career Center	on a permanent basis	To the head Department of Monitoring and Strategic planning