



UNIVERSITY
OF
JOHANNESBURG

FACULTY OF HUMANITIES



Faculty of Humanities **Career Guide**

CAREER PLAN

Deciding on what you will do with your career once you leave University can be a daunting task. It is a process with a series of choices rather than one decision.

Many people do not have a definitive plan of their career when they leave University. While you are thinking about this, there are some things you can do while you are in university.

Getting to know yourself

This includes knowing

- Your interests,
- Your personality,
- Your aptitude (the things that you are good at) as well as
- Considering your Matric results.

You can start this by looking through the Career Workbook and completing our online questionnaires:

- **Career Workbook:** www.ujcareerwiz.co.za/psycad/resources/
- **PsyCad Online Questionnaires:** www.forms.gle/FGP1LnYwp3QMpafd8

Career counselling can further allow you to begin the process of getting to know yourself.

Research and Exploration

Explore and research possibilities for your chosen career.

- Conduct research from online sources. Find out if your career options need any certification outside of University training, e.g., registration with a Professional Body.
- Ask your lecturers for assistance in meeting professionals in the careers that you are considering.
- Explore opportunities such as job shadowing and vacation work related to the careers you are considering.

Decision-making

Guided by the information you have gathered from the above process; it is now time to decide about what your career path will be. This will help inform the next steps that you will take.

Preparation for the world of work

Once you have decided about what career you would like, you can begin to prepare for the eventuality of entering the job market. You can do this by starting to look at your CV and reviewing what you might need to be able to apply for the kind of jobs you would like.

This would include exploring vacation work or volunteer work to gain some experience. This is a dynamic step that you are constantly involved in. It would also help to look for vacancies in the positions that you would want to have to see the qualifications, skills, and attributes that might be expected from an ideal candidate.

Develop and maintain your strategy

This is the step where you will implement the decision you have made. Look for job opportunities and use all the knowledge you have gained to assess if your decisions and expectations have been realistic and adjust them accordingly.

Attend events such as Career Fairs and Industry Talks to gain more information about the career you have chosen and to keep up to date with the employment trends of the career you have chosen.



CAREER PERSONALITY CHARACTERISTICS

When looking at employing a person, companies look for some general characteristics as illustrated in the figure below:



Source: www.indeed.com/career-advice/finding-a-job/qualities-employers-want

Choosing a career is probably one of the most important choices in life that we make. To be successful and happy in a chosen career, it is important to choose a career where you will be around people that are similar to you. It is further important to identify a career environment that will allow you to use your skills and abilities, and express your attitudes and values, while taking on enjoyable problems and roles.

HUMANITIES PROGRAMMES

Below, you will find information about the range of academic programs that the Faculty of Humanities offer, and a brief description of the typical characteristics that would make you successful in careers that are related to the academic program.

Bachelor of Social Work

- **SOCIAL WORK B7025Q**
- 4 year degree
- Offered at UJ's APK campus.
- Requirements: Minimum APS score of 30 with a level of 5 in English

PURPOSE OF THIS QUALIFICATION

Equip students with the knowledge and skills and (the acquisition of) values to practise Social Work in South Africa and in a changing regional and global context.

The successful completion of the qualification will enable you to be registered with the SA Council for Social Service Professions and practice as a Social Worker.

CAREER EXAMPLES

- Social Worker in Private Sector,
- Welfare Organisations and Government or Non-Governmental Organisations

CHARACTERISTICS

People who are successful Social Workers have unique personality characteristics. They have a strong sense of intuition and emotional understanding, can be soft-spoken and empathetic. These characteristics do not mean that they are weak, as they can be very assertive because they have deeply held beliefs and an ability to act decisively to get what they want.

They are moved by the struggles of other people and feel a need to fight for injustices. They enjoy helping others and they form strong, meaningful connections with other people. To be successful in this career one needs to be organised, possess planning skills and networking skills, and be able to make quick decisions. These decisions are equally based on objective facts and emotions.





■ The BA degree (flexible BA)

- **B7023Q**
- 3-year degree
- Offered at UJ's APK campus.
- Requirements: Minimum APS score of 27 with a level of 5 in English
Should the applicant select Mathematics as a module choice, then the minimum requirement of 4 (50%+) must be met.

PURPOSE OF THIS QUALIFICATION

This is a first formative qualification. A successful student will have acquired the intellectual competencies and practical skills to discuss, problematise, and investigate human conduct and interaction, particularly in the South African context.

CAREER EXAMPLES

- Anthropologist
- Ethicist
- Social Responsibility Officer
- Manager of Multicultural and Gender Affairs
- General Manager
- Teacher
- Human Resources Development
- Public Governance
- Civil Service
- Politics
- Financial Sector
- Journalist
- Development Planner
- Development Administrator
- Researcher
- Work for NGOs
- Government or Private Sector
- Director
- Producer
- Script Writer
- Production Crew
- Journalism
- Corporate Journalism
- Translators Interpreter
- Language Planner
- Copywriter
- Copy Editor
- Literary Reviewer
- Visual / Literary Specialist
- Language Teacher / Trainer
- Public Relation, Marketing
- Human Resources
- Account Manager
- Strategic Planner
- Media Planner
- Brand Manager
- Marketing Communication Practitioner
- Communication Researcher
- Communication Consultant
- Psychologist
(Postgraduate studies required)

CHARACTERISTICS

People in these broad careers are in touch with their personal values and are typically generally non-judgmental and gentle by nature and enjoy spending time with other people. More importantly, however, is that they care deeply about the inner emotional lives of other people.

Great people skills, warmth, affection, and providing support are typical characteristics. They are driven to heal the conflicts that trouble individuals, groups and communities and are good at bringing consensus among diverse people. Their ability to heal people comes from their deep understanding of emotions, their caring nature, and empathy. To succeed in this career field, one need to be structured, organised, be detail orientated and open minded.



■ BA with specialisation in Language Practice

- **B7026Q**
- Offered at APK campus.
- Requirements: APS score of 27 with a level of 5 in English

PURPOSE OF THIS QUALIFICATION

Practical Competence:

- Language proficiency in chosen languages.
- Writing and productive skills.
- Translation, interpreting and text editing skills.
- Terminology and document management skills.
- Basic language, text, and discourse research skills.
- Supportive linguistic, text and discourse, psycholinguistic, sociolinguistic, socio-pragmatic, pragma-linguistic and cross-cultural competence.

Foundational Competence:

- Knowledge of and insight into the theoretical underpinning of linguistics, the chosen languages and communication.

Reflective Competence:

- Strategic and critical application of theory in linguistics and communication with a view to practical, academic, and professional situations.

CAREER EXAMPLES

- Language Practitioner (Translator, Text Editor, Interpreter)
- Language Planner

- Language Manager
- Lexicographer
- Terminologist
- Copy Writer
- Journalist
- Plain Language Specialist

■ BA with specialisation in Linguistics

- **B7EX3Q**
- 4-year degree
- Requirements: APS score of 24-26 or 27.5 (60%+) or 4 (50%+)

CAREER EXAMPLES

- Education – teaching of English to speakers of other languages;
- Training;
- Research and administration;
- Business communication in the public sector;
- Market research;
- Interpreting and translating; and
- Academic career.

■ BA with specialisation in Linguistics and Language Practice

- **B7EX4Q**
- 4-year degree
- Requirements: APS score of 24-26 or 27.5 (60%+) or 4 (50%+)

CAREER EXAMPLES

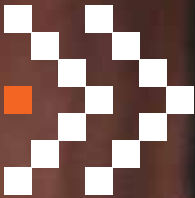
- Language Practitioner (Translator, Text Editor, Interpreter)
- Language Planner
- Language Manager
- Lexicographer
- Terminologist
- Copy Writer
- Journalist
- Plain Language Specialist

CHARACTERISTICS

People that are successful in these careers view things from unconventional perspectives. They derive pleasure from allowing their minds to wander through all sorts of ideas and possibilities and daydreams and they like pursuing creative ideas and they become passionate about ideas. Although they might not always be outspoken, it does not diminish their strong feelings for a particular cause that is in line with their own beliefs and convictions.

They strive to follow their conscience, even when doing the right thing isn't easy or convenient. Because of their sensitivity, they tend to be thoughtful and kind-hearted, and avoid hurting other people. They are tolerant and accept others unconditionally and prefer compassion to fault-finding, and many of them feel empathy even for those who have done wrong.

People within this field are detail conscious and structured, they enjoy routine and are generally language experts.



■ BA with specialisation in Politics, Economics and Technology (PET)

• **B7024Q**

- Offered at APK campus.
- Requirements: A minimum APS score of 27 with English level 5 and Mathematics level 4

PURPOSE OF THIS QUALIFICATION

The BA PET is a multidisciplinary programme that equips a graduate with the skills, knowledge and attributes needed to function in contemporary environments, being cognisant of the major interplay between technology and society.

Graduates will have higher-order skills to navigate increasingly complex intersections prompted by the Fourth Industrial Revolution.

CAREER EXAMPLES

- Apprentice Data Analyst
- Researcher
- Account Manager
- Sales Data Management and Development
- Business Development
- Trainee Analyst
- Import / Export Administrator
- Financial Operations
- Information Management
- Economic Analysis

CHARACTERISTICS

People who are successful in these careers are planners and they like to carefully plan things out well in advance. They like things to be well-organized and focus on the details of a task.

They are also extremely responsible and realistic and take a logical approach to achieving goals and completing projects. They prefer to follow rules and procedures that have previously been established and are able to ignore distractions to focus on the task at hand.

They are often described as dependable and trustworthy, detailed, organised. They enjoy reading about the world, tend to have a higher general knowledge, and fight to make the world a better place.



BA with specialisation in Community Development and Leadership

- **B7015Q**
- Offered at SWC campus
- Requirements: A minimum of 27 APS score and English level 5

PURPOSE OF THIS QUALIFICATION

The primary purpose of this qualification is to develop students to become community development leaders in the facilitation of processes, techniques, and principles in the initiation, planning, implementation, monitoring, evaluation, and

sustainment of developmental projects and programmes.

Such programmes are generally people-centred and use asset-based participatory theoretical approaches to address inequality, poverty, and injustice. Furthermore, students will be able to facilitate the establishment and management of community-based organisations within the context of community economic development.

CAREER EXAMPLES

- Municipalities
- Government Departments (e.g., Department of Social Development) and
- Non-Government Organisations (focusing on development work).

BA with specialisation in Development Studies

• B7EX2Q

- 4 year degree
- Requirements: A minimum APS score of 24-26 or 27 and English level 4 or 5

CAREER EXAMPLES

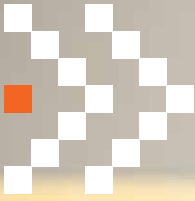
- Social development and/or social changes practitioner;
- Researchers of social change;
- Activists who struggle and campaign for a different world and system;
- Foreign service,
- Enterprise, and
- Organisational development.

CHARACTERISTICS

The characteristics for people in these careers are their knowledge and understanding of community and social issues. Community workers tend to be predominantly social individuals, meaning that they thrive in situations where they can interact with, persuade, or help people. In their interactions with people, they are non-judgemental.

They also tend to be investigative, which means that they are quite inquisitive and curious people that often like to spend time alone with their thoughts. They have exceptional advocacy and networking skills.

Their listening, communication, interpersonal and team-building skills are some of their typical attributes. In addition to this research and report writing skills are essential and they should also have the abilities to interpret and present data in a meaningful way.



■ BA with specialisation in Strategic Communication

- **B7EX5Q**
- 4-year degree
- Requirements: A minimum APS score of 24-26 or 27.5 (60%+) or 4 (50%+)

CAREER EXAMPLES

- Brand managers
- Social media strategists
- Digital data analysts
- Online advertising planners
- Digital marketing managers
- Advertising and public relations specialists
- Media planners
- Development officers
- Communication officers
- Communication and reputation managers

- Stakeholder managers
- Corporate social responsibility specialists
- Media relations managers
- Company spokespersons to name a few.

Public Relations and Communication

• D7002Q

- Diploma (3 years) offered at APB
- Requirements: A minimum APS score of 24 and English level 4

CAREER EXAMPLES

- A PR Practitioner is involved with an organisation's communication strategy.

Extended Diploma Programme

- 4 years
- Offered at DFC and APB.

Public Relations and Communication

- D7EX2Q
- Requirements: APS core of 21 and English level 3 (40%+)

CAREER EXAMPLES

- A PR Practitioner is involved with an organisation's communication strategy.

CHARACTERISTICS

One of the most essential characteristics for people in this profession is flexibility and the ability to adjust quickly to situations as they arise. To be successful, they need to have the ability to handle whatever comes their way, in the most efficient way possible. They need to know how to harness information from various sources and use this effectively for their clients' benefit.

A detailed understanding of the product they're promoting makes them invaluable to clients, journalists, analysts, and everyone else seeking information. Above average writing and communication skills are imperative for people in this career.

They should be able to convey stories and ideas in the most creative, flawless, succinct, and accurate way. Relationship development and conflict management skills are often needed within this field.



TYPICAL CAREERS

Below are some of the typical careers that people with a Social Science Degree could consider. Keep in mind that your Majors in a particular Degree would determine which of these careers you could consider. Also note that, in some instances, post-graduate qualifications are required for some of these Degrees.

- Anthropologist
- Archaeologist
- Development Administrator
- Development Planner
- Audio and Video Technician
- Brand Manager
- Broadcast Announcer and Radio Disc Jockey
- Broadcast Technician
- Camera Operator, Television, Video, and Film
- Communication Researcher
- Film and Video Editor
- Marketing Communication Practitioner
- Marketing Consultant
- Media and Communication Worker
- Media Planner
- Media Programming Director
- Media Technical Director/Manager
- Producer and Director
- Production Crew
- Public Relations Officer
- Community and Social Service Specialists
- NGO Worker
- Child, Family, and School Social Worker
- Clergy
- Clinical and Counselling Psychologist (Postgraduate studies required)

- Clinical Neuropsychologist (Postgraduate studies required)
- Registered Counsellor (Postgraduate studies required)
- Educational, Guidance, and Career Counsellor and Advisor
- Marriage and Family Therapist (Postgraduate studies required)
- Mental Health and Substance Abuse Social Worker (Postgraduate studies required)
- Mental Health Counsellor (Postgraduate studies required)
- Research Psychologist (Postgraduate studies required)
- Rehabilitation Counsellor (Postgraduate studies required)
- Financial Sector Consultant
- Adult Basic Education, Adult Secondary Education, and English as a Second Language Instructor
- Teacher
- Archivist
- Curator
- Historian
- History Teacher, Postsecondary
- Human Resource Officer
- Human Resources Development
- Corporate Journalist
- Court Reporter
- Simultaneous Captioner
- Journalist
- News Analyst, Reporter, and Journalist
- Technical Writer
- Copy Editor
- Copywriter
- Editor
- English Language and Literature Teacher
- Freelance Writer
- Interpreter and Translator
- Language Planner
- Language Teacher/Trainer
- Literary
- Poet, Lyricist and Creative Writer
- Script Writer
- Translator
- Visual/Literary Specialist
- Writer and Author
- Ethicist
- Diplomat
- Political Analyst
- Political Economist
- Civil Servant
- General Manager
- Manager of Multicultural and Gender Affairs
- Public Governance Officer
- Director, Religious Activities and Education
- Religious Worker
- Probation Officer and Correctional Treatment Specialist
- Social Worker
- Sociologist
- Account Manager
- Researcher
- Reviewer
- Social Responsibility Officer
- Social Science Research Assistant
- Strategic Planner
- Survey Researcher



COMPANIES

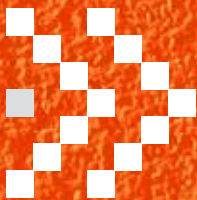
Remember that big companies and major corporations have multiple departments and divisions, so they do not only employ people in their area of speciality. For example, banks don't only employ people with a commerce qualification, they employ Psychologists, Psychometrists, HR specialists, etc. It is therefore important to look widely when you are looking for a job. Below you find a list of examples of companies that employ a wide range of people with different qualifications:

- 10x Investments
- ABC
- Aberdare Cables
- Absa Bank
- Ad Vitae Za
- Adapt It
- Adcock Ingram
- Adcorp Blu
- Advanced Health
- AECl Group Consolidation
- AEL Intelligent Blasting
- AEL Mining Services
- African Alliance Securities
- African Explosives
- African Rainbow Life
- Afrocentric Group
- Alexander Forbes
- All Access Outsourcing
- Allied Electronics Corporation
- Als South Africa
- Altron Bytes Systems Integration
- Altron Nexus
- Ashburton Investments
- Auditor-General of SA

- Aurecon South Africa
- Austell Laboratories
- Avis Fleet Services
- Barloworld
- Barloworld Transport
- Bayport Financial Services
- Bigen Africa Services
- Blue Label Telecoms
- Breede Valley Municipality
- Brescia House School
- Bumblebee Consulting
- Business Connexion
- Bytes Document Solutions
- Bytes Managed Solutions
- Cape Peninsula University of Technology
- Cape Union Mart International
- Careerbox
- Caseware Africa
- CCI South Africa
- Cell C
- Centriq Insurance Company
- Ceramic Industries
- Cibecs
- Companies And Intellectual Property Commission
- Citadel Investment Services
- City of Johannesburg
- City of Johannesburg Property Company
- City of Tshwane Metro Municipality
- City Shuffle Trading 61
- Clientele
- Coega Development Corporation
- Conlog
- Council for Scientific and Industrial Research (CSIR)
- Crane Construction Consultants
- Crane Registered Qs
- Dark Fibre Africa
- Deloitte Consulting
- Deltamune
- Denel Soc
- Department of Rural Development & Land Reform
- Department of Science and Technology
- Department of Sport, Arts, Culture and Recreation
- Detnet South Africa
- Development Bank of Southern Africa
- Dube Tradeport Corporation
- Edcon
- Ekurhuleni Metropolitan Municipality
- Eskom
- Faculty of Best Advisory
- Fidelity Security Services
- Finchoice
- First National Bank
- Foskor
- Fundi Capital
- Gauteng Provincial Legislature
- Gordon Institute of Business Science
- Hesto Harnesses
- Hollard Insurance Company
- Homechoice
- Hyundai Automotive South Africa
- Industrial Development Corporation of SA
- Indwe Risk Services

- Intercape
- Intercare
- Investec Asset Management
- Investec
- Loco
- Isuzu Motors South Africa
- Iwyze - Mutual & Federal
- Kandua
- Keaton Energy
- KGI/BPO
- Komatiland Forest Pty
- Lambsons Hire & Sales
- Land & Agricultural Bank of SA
- Land Bank
- Liberty Church
- Liberty
- Lonmin Plc
- Macsteel Service Centres SA
- MBD Credit Solutions
- McDonalds
- Medihelp
- Medscheme
- Metropolitan
- Metropolitan Health Group
- MMI Cape Town
- MMI
- Momentum
- Momentum Metropolitan
- Moqhaka Local Municipality
- Morvest Business Group
- Moso Consulting Services
- Mossel Bay Municipality
- Motheo FET College
- Mpumalanga Provincial Legislature
- Msukaligwa Municipality
- MTN Business
- Naledi Local Municipality
- Nampak Divfood
- Nando's
- National Energy Regulator South Africa
- National Marketing Council
- Nedbank
- Nepad Secretariat
- Netstar
- Newsclip Media Monitoring
- NMG Benefits
- Nova Human Capital Solutions
- Nulandis
- Nurture Health Hospital
- NWK Logistics
- Old Mutual Insure
- Old Mutual Plc
- Old Mutual South Africa
- Old Mutual Wealth
- Omega People
- Ooba
- Oracle Corporation South Africa
- Oxford University Press Southern Africa
- Performanta South Africa
- Powertech Ist
- Powertech Transformers
- Pricewaterhousecoopers South Africa
- Primedia Instore
- Primedia Outdoor
- Primedia Un
- Productivity SA

- Prudential Investment Managers South Africa
- Rand Merchant Bank
- Rand Mutual Assurance
- Road Traffic Management Corporation
- Roshcon (Soc)
- SA Bureau of Standards
- SA Taxi
- SA Taxi Finance
- Safcol Nelspruit
- Safrican Insurance Company
- Samancor Chrome
- Sanlam
- Sanlam Developing Markets
- SAPOA (South African Property Owners Association)
- Sasfin
- Sasria Soc
- Sebata Institute
- Sizwe Ntsaluba Gobodo Inc
- Skills Quadrant Business Solutions Cc
- Small Enterprise Finance Agency
- Smoke Customer Intelligence
- South African Broadcasting Corporation
- South African Forestry Company
- South African National Parks
- South African Post office
- South African Revenue Services
- South African Tourism
- SSG Consulting Cc
- Standard Bank Group
- Standard Bank Johannesburg
- Standard Bank of SA
- Stanlib
- Status Staffing Services
- Steinmuller Africa
- Ster-Kinekor Theatres
- Strate
- Telesure Group Services
- The African Bank
- The Competition Commission
- The Small Enterprise Foundation
- The South African Local Government Association
- Thebe Ya Bophelo Healthcare Administrators
- TLC Media
- Tourvest Destination Management
- Tourvest Duty Free
- Tourvest Travel Services
- Tracker Connect
- Transaction Capital Business Solutions
- Transnet Freight Rail
- Umalusi
- University of Johannesburg
- University of Pretoria
- University of The Western Cape
- University of Witwatersrand
- Voltex
- Voys Telecom SA
- Wesbank
- Wits Health Consortium
- WNS Global Services SA
- Youth Leadership and Entrepreneurship Development
- York Timbers



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