

## **CAREER SERVICES**

### **Employment Services**

At Salvation Academy our support goes beyond your graduation. We offer job placement services and encourage our past graduates to join our staff, students, and fellow alumni in special classes held after graduation. As a professional health Care provider and IT professional, your possibilities in your selected industry are limitless! Both Health care and information technology are often named as one of the top careers to have and as a growing industry. Here are just a few of the career opportunities available all over the world:

- ✓ Hospital
- ✓ Corporations.
- ✓ Nursing Homes and Private Health Care Centers in Sierra Leone.
- ✓ State Board of Nursing
- ✓ Pharmaceutical Companies
- ✓ Urgent cares Centers.
- ✓ Doctors' offices
- ✓ Home Health Agencies.
- ✓ Sierra Leone Government
- ✓ International Organization (UN, World Bank, IMF etc.)
- ✓ United States Corporations.
- ✓ United Kingdom Companies
- ✓ Non-Governmental Organization
- ✓ School Resources Available to Graduates from the Career Services Department

## **Job Placement**

Full time and part time job placement assistance is available to all graduates. Known job opportunities in the Metropolitan area and international organization are available upon requests. Graduates are also encouraged and trained on how to develop his/her own job leads. Employers are encouraged to contact the Academy as we invite you in to hold Job Fairs, onsite interviewing and a tour of the facilities.

You can contact the placement office at +232-754-35305 and ask for Career Services.

## **Resume Services**

Contact Career Services at **support@salvationacademy.org** for assistance in developing the proper resume for your job search. Provide him with a copy of your resume for prospective employers and he will forward to employers upon request. A copy of the proper resume for all new graduates is required at the completion of the program.

## **Starting a Business**

Contact the Academy first prior to starting an IT or Health care business. The Academy will assist and guide you through the process of establishing your business in the IT or health care industries. We also offer Advanced Training/Continuing Education classes, some of which are offered specific to these two areas.

## **Dress Code Policy**

The uniform identifies students during clinical and internships. It also reflect a positive and professional image of our student while on the premises of other institutions

The following regulations govern our Student Dress Code for Clinical Settings.

Dress Code for Students (Hospital and Community Agency Uniform) Uniform will be selected by the Salvation Academy during clinical rotation.

General Regulations: The student nametag consists of the Salvation Academy Student identification card attached via a pin device to the top front of the uniform. The cost of the uniform is always included in the tuition fee, where Uniforms are worn.

The uniform is worn during clinical laboratory experience conducted in agencies where the use of a

Uniform is required. The uniform can be worn during travel between one's places of residence,

Faculty, clinical instructor or preceptor will clarify all students' variations in dress code due to the requirements of the clinical setting. The Academy Dean or a designee, upon written request by the student, may grant exceptions to the dress code, which are related to cultural or religious beliefs. The uniform is to be always neat and clean. Solid white or black shoes must be neat and clean. No open toed shoes or sandals. Watch and stethoscope are required accessories.

A white laboratory coat may be worn over uniform or street clothes when directed by faculty.

When street clothes are worn, they must conform to the dress code of the clinical agency.

Hair is to be neatly groomed, off the collar, in a style appropriate for a professional person.

Hair

Instructor and clinical facility may wear wraps in solid black or white color after approval.

Male students must shav or have a neatly trimmed beard. Nails are to be clean, neat, and short in length. No artificial nails are permitted. A clear or light pink shade of nail polish is acceptable. Make-up is to be applied so that a natural look is conveyed. The only jewelry that

may be worn with the uniform is the following: smooth band ring, button-style pierced earrings (one per lobe), federal service pins for recognized professional and honor societies. Visible body jewelry must be removed. Undergarments cannot be visible. Tattoos cannot be visible. Excess perfume, cologne or aftershave is not permitted.

### **Business Attire Dress code for IT professionals**

The Salvation Academy expects Information Technology intern student (CompTIA A+, CompTIA Network+, CompTIA Security+), must dress appropriately in business attire. Because Information technology work environment sees frequent visits from customers, clients, and the public, professional business attire is essential.

Business attire for men includes suits, sports jackets, and pants that are typical of business formal attire during internships.