

What Is a Fresher?

FREE FIRST-JOB PREPARATION CHECKLIST

A practical checklist to help you prepare for your first job, organize applications and build career confidence.

What is a fresher? A fresher is generally a person beginning their professional career or entering a role with limited relevant full-time work experience.

1. Before You Start Applying

- Identify 2–3 job roles that match your education and interests.
- Read the basic qualifications required for those roles.
- List your strongest technical and soft skills.
- Organize your projects, internships and certifications.
- Identify skills you want to improve.

2. Fresher Resume Checklist

- Name and contact details are correct.
- Education details are accurate and easy to read.
- Relevant skills are clearly listed.
- Projects, internships and certifications are included where useful.
- Spelling, dates and formatting have been checked.
- Do not exaggerate skills, qualifications or experience.

3. Job Search & Application Checklist

- Use reputable job platforms or official company career pages.
- Read the complete job description before applying.
- Check the stated eligibility requirements.
- Submit accurate and relevant applications.
- Keep a record of companies and positions you applied for.
- Track application status and interview dates.

4. Interview Preparation Checklist

- Prepare a short self-introduction.
- Review your resume and projects.
- Research the employer and position.
- Practice common fresher interview questions.
- Prepare examples showing problem solving and teamwork.
- Check interview time, format and required documents.

5. Job Safety Checklist

- Verify unfamiliar employers through official sources.

- Be cautious about unexplained upfront job or training fees.
- Never share passwords, OTPs, PINs or banking login credentials.
- Be careful with unexpected links, files or urgent requests.
- Check recruiter communication against the employer's official information.

My Next 3 Career Steps

1. _____	2. _____
3. _____	Target Role: _____

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Use this checklist as a practical guide and always check the specific requirements of each employer.