

Career Advisory Agreement

Brand You Profile Makeover

People don't do well with solutions they had no part in creating... so what would it look like if *you* designed your own path?



Szonja Zsiros Career Advisory

Oh, hello there!

This agreement outlines how we'll work together to elevate your career and help you achieve your goals. It's not a stuffy legal document—just a clear, friendly roadmap of what you can expect from me (and what I'll expect from you).

Also, let me take a sec to thank you for your trust! I am genuinely hyped to work with you on your next career steps!

Here's the game plan:

1. Sharing your application materials

- You'll send me your updated CV and a motivation letter.

2. Review & revamp

- I'll review your CV, LinkedIn profile, and motivation letter.
- I'll prepare detailed feedback and even draft alternative versions for you to consider.

3. Feedback session (60 minutes)

- We'll have an online consultation to go through my feedback, tips, and tricks.
- I'll help you position yourself on the job market by building a killer personal brand.

4. Networking

- I'll support you with your networking efforts and show you how to make meaningful connections that lead to opportunities. This includes:
 - Personalized connection request templates to make outreach easier.
 - Strategies for engaging with recruiters and decision-makers to stand out.

5. Job applications

- You'll start applying for roles that excite you using your polished materials.

6. Accountability check-ins (optional but awesome)

- We schedule bi-weekly 15-minute video calls to update me on your progress, troubleshoot any challenges, and celebrate wins.
- In addition to these check-ins, I'll touch base regularly via email or LinkedIn to track your progress and keep the momentum going.

What's included in your package:

- 1x advisory session: A 60-minute value-packed consultation with insights into how recruiters think and work, plus strategies to rebrand yourself effectively.
- Guides & tools: Packed with practical tips and actionable advice.
- Life-long support: Career guidance, including email access for follow-up questions and job-hunting advice whenever needed.
- Bi-weekly accountability calls: 15-minute sessions to track your progress and keep you motivated.
- Actionable tips & tricks: Strategies to help you take the next step towards achieving your goals.

Outcomes you can expect:

- ✓ Increased visibility
- ✓ Expanded network
- ✓ Boosted confidence
- ✓ A killer LinkedIn profile
- ✓ A CV that can't be ignored
- ✓ Getting invited to interviews
- ✓ Standing out from the crowd
- ✓ Getting noticed by recruiters
- ✓ Clarity on your value proposition

My commitments to you:

- Tailored strategy: I'll work with you to develop a personalized strategy so you know exactly what steps to take for the best chance of achieving your goals over the next six months.
- High standards: I'll push you to aim higher and hold you accountable to ensure you get the best possible results.
- Detailed feedback: I'll evaluate your work, break it down, and rebuild it stronger than ever.
- Timely responses: I'll answer your questions within 48 hours or faster whenever possible.
- Focused attention: During our sessions, you'll get my full attention, support, and encouragement to bring out your best.
- Communication guidelines: Feel free to contact me via email or LinkedIn. For urgent matters, call or message me on WhatsApp (my number is in my signature).
- Regular updates: I'll check in periodically to make sure you're on track, but don't hesitate to reach out if you're stuck or need extra support.

Your investment & commitments:

- Time and effort: Your success is directly tied to your effort. The more you invest in the process, the greater the results will be.
- Willingness to leave insecurities behind: You have unique strengths—let's make sure the world sees them, too.
- Desire to promote your skills: we'll find a way to showcase your expertise and achievements while staying authentic.
- Quick implementation: Apply what you learn as soon as possible. If you need help, ask right away, and share your successes and lessons learned with me.
- Openness: If something I say doesn't sit right, let me know. It gives me the chance to make amends and adjust where needed.
- Commitment: Stay engaged for the full duration of our program. Full participation is crucial, and any agreed payments should be made on time and in full. If you can't attend a scheduled session or need to adjust timing, let me know at least 24 hours in advance.
- Respect intellectual property: The materials and strategies I share with you are for your personal use only—please don't share them with others.

Payment & Rescheduling Policy:

- Payment structure: Full payment is required upfront to secure your advisory package. Installment options may be available upon request.
- Refunds: Due to the personalized nature of my services, refunds are not available once the process has begun.
- Rescheduling: You may reschedule a session with at least 24 hours' notice. Missed sessions without prior notice will not be refunded or rescheduled.

Still got questions? I've got answers for ya.



Drop me a message on LinkedIn



Ring me or send a message on WhatsApp
+31640012586



Keep it formal and send me an email
hello@szonjazsiros.com

Career Advisory Agreement

Career Launch Suite

People don't do well with solutions they had no part in creating... so what would it look like if *you* designed your own path?



Szonja Zsiros Career Advisory

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Also, let me take a sec to thank you for your trust! I am genuinely hyped to work with you on your next career steps!

Here's the game plan:

1. Application materials & job tracking sheet

- You'll send me your updated CV and a motivation letter. Already got
- a job tracking sheet? Awesome—just grant me access. If not, no worries! We'll create one together to keep track of your target roles, companies and applications in one place.

2. Review & revamp

- I'll review your CV, LinkedIn profile and motivation letter.
- I'll prepare detailed feedback and even draft alternative versions for you to consider.

3. Feedback session (60 minutes)

- We'll have an online consultation to go through my feedback, tips, and tricks regarding your application materials.
- I'll also help you position yourself on the job market by building a killer personal brand.

4. Networking

- I'll support you with your networking efforts and show you how to make meaningful connections that lead to opportunities. This includes:
 - Personalized connection request templates to make outreach easier.
 - Strategies for engaging with recruiters and decision-makers to stand out.

5. Job applications

- You'll start applying for roles that excite you using your polished materials.

6. Interview prep session (60 minutes)

- When the interviews start rolling in, we'll do a mock interview to make sure you're fully prepped to nail it. I'll give you on the spot feedback and teach you methods and techniques that will help you boost your confidence and articulate your experience better.

7. Accountability check-ins (optional but awesome)

- We schedule bi-weekly 15-minute video calls to update me on your progress, troubleshoot any challenges, and celebrate wins.
- In addition to these check-ins, I'll touch base regularly via email or LinkedIn to track your progress and keep the momentum going.

What's included in your package:

- 1x advisory session: A 60-minute value-packed consultation with insights into how recruiters think and work, plus strategies to rebrand yourself effectively.
- 1x interview prep session: A 60-minute mock interview session for a role of your choice, with on the spot feedback and methods that you can use to come across more confident and articulate.
- Guides & tools: Packed with practical tips and actionable advice.
- Life-long support: Career guidance, including email access for follow-up questions and job-hunting advice whenever needed.
- Bi-weekly accountability calls: 15-minute sessions to track your progress and keep you motivated.
- Actionable tips & tricks: Strategies to help you take the next step towards achieving your goals.

Outcomes you can expect:

- ✓ Landing offers
- ✓ Increased visibility
- ✓ Expanded network
- ✓ Boosted confidence
- ✓ A killer LinkedIn profile
- ✓ A CV that can't be ignored
- ✓ Getting invited to interviews
- ✓ Standing out from the crowd
- ✓ Getting noticed by recruiters
- ✓ Clarity on your value proposition
- ✓ Leaving a memorable impression
- ✓ Saying bye to interview insecurities
- ✓ Selling yourself without sounding salesy

My commitments to you:

- Tailored strategy: I'll work with you to develop a personalized strategy so you know exactly what steps to take for the best chance of achieving your goals over the next six months.
- High standards: I'll push you to aim higher and hold you accountable to ensure you get the best possible results.
- Detailed feedback: I'll evaluate your work, break it down, and rebuild it stronger than ever.
- Timely responses: I'll answer your questions within 48 hours or faster whenever possible.
- Focused attention: During our sessions, you'll get my full attention, support, and encouragement to bring out your best.
- Communication guidelines: Feel free to contact me via email or LinkedIn. For urgent matters, call or message me on WhatsApp (my number is in my signature).
- Regular updates: I'll check in periodically to make sure you're on track, but don't hesitate to reach out if you're stuck or need extra support.

Your investment & commitments:

- Time and effort: Your success is directly tied to your effort. The more you invest in the process, the greater the results will be.
- Willingness to leave insecurities behind: You have unique strengths—let's make sure the world sees them, too.
- Desire to promote your skills: we'll find a way to showcase your expertise and achievements while staying authentic.
- Quick implementation: Apply what you learn as soon as possible. If you need help, ask right away, and share your successes and lessons learned with me.
- Openness: If something I say doesn't sit right, let me know. It gives me the chance to make amends and adjust where needed.
- Commitment: Stay engaged for the full duration of our program. Full participation is crucial, and any agreed payments should be made on time and in full. If you can't attend a scheduled session or need to adjust timing, let me know at least 24 hours in advance.
- Respect intellectual property: The materials and strategies I share with you are for your personal use only—please don't share them with others.

Payment & rescheduling policy:

- Payment: Full payment is required upfront to secure your advisory package. Payment is made via bank transfer. Need a bit more flexibility? Installment options may be available upon request—just let me know!
- Refunds: Due to the personalized nature of my services, refunds are not available once the process has begun.
- Rescheduling: You may reschedule a session with at least 24 hours' notice. Missed sessions without prior notice will not be refunded or rescheduled.

Still got questions? I've got answers for ya.



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Keep it formal and send me an email
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Career Coaching Agreement

The *Game* Changer Package

People don't do well with solutions they had no part in creating... so what would it look like if *you* designed your own path?



Szonja Zsiros Career Advisory

Oh, hello there!

This agreement outlines how we'll work together to elevate your career and help you achieve your goals. It's a somewhat stuffy legal document with a friendly roadmap of what you can expect from me (and what I'll expect from you).

Also, let me take a sec to thank you for your trust! I am genuinely hyped to work with you on your next career steps!

Here's the game plan:

1. Career coaching questionnaire

- You'll fill out a questionnaire so I can get some more insight into what your goals are.

2. Career coaching sessions

- 4 sessions dedicated to career coaching (have a look at the FAQs on my website to see what kind of exercises we'll be doing).

3. Career advisory sessions

- We'll have 2 online consultations to work on your new personal brand that'll help position you on the job market like the go-to expert in your field.
- We'll revamp your application materials to reflect your new, confident self.

4. Networking

- I'll support you with your networking efforts and show you how to make meaningful connections that lead to opportunities. This includes:
 - Personalized connection request templates to make outreach easier.
 - Strategies for engaging with recruiters and decision-makers to stand out.

5. Job applications

- You'll start applying for roles that excite you using your polished materials.

6. Interview prep

- When the interviews start rolling in, we'll do a mock interview to make sure you're fully prepped to nail it.
- I'll give you on-the-spot feedback and teach you methods and techniques that will help you boost your confidence and articulate your experience better.

7. Accountability check-ins (optional but awesome)

- We schedule bi-weekly 15-minute video calls to update me on your progress, troubleshoot any challenges, and celebrate wins.
- In addition to these check-ins, I'll touch base regularly via email or LinkedIn to track your progress and keep the momentum going.

What's included in your package:

- 4x career coaching sessions: These sessions are all about helping you reconnect with yourself through a mix of body work, intuition, and self-discovery with the end goal being figuring out what your next step is.
- 2x career advisory sessions: We'll translate the findings of the coaching sessions into practice and make sure your application materials are in top-notch shape.
- Guides & tools: Packed with practical tips and actionable advice.
- Life-long support: Career guidance, including email access for follow-up questions and job-hunting advice whenever needed.
- Bi-weekly accountability calls: 15-minute sessions to track your progress and keep you motivated.
- Actionable tips & tricks: Strategies to help you take the next step towards achieving your goals.

Outcomes you can expect:

- ✓ Increased visibility
- ✓ Expanded network
- ✓ Boosted confidence
- ✓ Landing a job you love
- ✓ Clarity on your purpose
- ✓ Increased satisfaction with life
- ✓ Clarity on your value proposition
- ✓ Feeling re-connected with your values

My commitments to you:

- Tailored strategy: I'll work with you to develop a personalized strategy so you know exactly what steps to take for the best chance of achieving your goals over the next six months.
- High standards: I'll push you to aim higher and hold you accountable to ensure you get the best possible results.
- Detailed feedback: I'll evaluate your work, break it down, and rebuild it stronger than ever.
- Timely responses: I'll answer your questions within 48 hours or faster whenever possible.
- Focused attention: During our sessions, you'll get my full attention, support, and encouragement to bring out your best.
- Communication guidelines: Feel free to contact me via email or LinkedIn. For urgent matters, call or message me on WhatsApp (my number is in my signature).
- Regular updates: I'll check in periodically to make sure you're on track, but don't hesitate to reach out if you're stuck or need extra support.

Your investment & commitments:

- Time and effort: Your success is directly tied to your effort. The more you invest in the process, the greater the results will be.
- Willingness to leave insecurities behind: You have unique strengths—let's make sure the world sees them, too.
- Desire to promote your skills: we'll find a way to showcase your expertise and achievements while staying authentic.
- Quick implementation: Apply what you learn as soon as possible. If you need help, ask right away, and share your successes and lessons learned with me.
- Openness: If something I say doesn't sit right, let me know. It gives me the chance to make amends and adjust where needed.
- Commitment: Stay engaged for the full duration of our program. Full participation is crucial, and any agreed payments should be made on time and in full. If you can't attend a scheduled session or need to adjust timing, let me know at least 24 hours in advance.
- Respect intellectual property: The materials and strategies I share with you are for your personal use only—please don't share them with others.

Career coaching agreement:

This agreement has been concluded between the undersigned on one part, _____ (full name) residing at _____ (address, house number, street name, city/state, zip/postal code, country) hereinafter referred to as the Client, and on the other part, Szonja Zsiros Career Advisory, established under Schokland 35, 1181HP, Amstelveen, the Netherlands, VAT: NL003876944B29, KvK: 83814493, represented by Szonja Zsiros hereinafter referred to as the Consultant, on the following terms and conditions:

Consultant and Client hereby agree on the following terms:

The subject of this agreement

1. This agreement sets out the conditions and understandings for a consultancy relationship between Szonja Zsiros (Consultant) and (Client).
2. The consultant provides coaching and advisory services. The coaching sessions aim to help the client with clarifying goals, desires, directions, and intentions. Furthermore, to help the client with taking actions towards their goals. The advisory services include providing concrete feedback and actionable tips on their job application materials, such as CV, LinkedIn profile, motivation letter and interviewing skills.

Program Duration & Location

3. Consultant and Client will meet on a (bi)weekly basis via video call (online on Zoom). The frequency of the meetings are determined jointly based on the Client's timeline and desired outcome.
4. The Game Changer Package consists of 6 sessions, 45 minutes per session. This trajectory entails 4 career coaching sessions and 2 career advisory sessions. The ratio of coaching and advising sessions is subject to change based on mutual agreement. The goal of the coaching sessions is to gain clarity regarding where the client wishes to go in their career. The advisory sessions serve the purpose of optimizing the client's job application materials, such as CV, LinkedIn profile, motivation letter and interviewing skills.

5. If the client has a clear idea as to what roles and companies they would like to target, the coaching sessions are more of an advising nature.

Fee and payment

6. The fee for The Game Changer Package program is €1,210.00 paid upfront upon enrolment into the program. It is possible to make use of a company training budget, in which case the fee does vary. For corporate sponsorship cases the fee for the program is €1,490.

7. The Client agrees to make payment into a nominated bank account provided by Consultant upon enrolment into the program once the invoice is issued.

Cancellation Policy

8. The client acknowledges and accepts that appointment scheduling is done in coordination between the Consultant and the Client preferably at the preceding session. The Client must cancel agreed-upon appointments at least 2 working days in advance.

9. Sessions where the Client fails to attend without cancellation or cancel after the specified deadline are considered held according to this agreement, and the Client must pay for them.

10. In case the Consultant or Client needs to change the schedule due to exceptional circumstances (accident, sudden illness, force majeure), they must propose a new appointment to the Client.

Confidentiality

11. The consultant is bound by confidentiality. They declare that they will not disclose to third parties any information, materials provided to them, their own notes, or other written documents obtained during their work. The obligation of confidentiality applies both during the term of the assignment and thereafter.

12. The consultant undertakes to safeguard their own notes and written materials provided by the client in accordance with the data protection policy, ensuring they are not accessible to third parties or destroying them after termination of the contractual relationship.

13. The contracting parties stipulate that the consultant must maintain regular communication with the client and, if requested by the client, provide information about the coaching & advisory process, excluding specific content discussed during sessions, personal information, and data related to the client.

GDPR

14. The consultant complies with current data protection regulations, including the provisions of the European Parliament and Council Regulation 2016/679 (GDPR Regulation) and Act No. CXII of 2011 (on informational self-determination and freedom of information).

15. The client expressly consents to the processing of their personal data, and they have been informed of their rights and options regarding data protection provided by the above regulations and laws. Additionally, whenever there is a need to handle and/or store any personal data of individuals participating in coaching activities, they explicitly consent to the processing of their personal data in writing, and they have been informed of the purpose of data usage, the method of storage, as well as their rights and options prescribed by regulations and laws.

Client's Responsibilities

16. The client acknowledges that coaching and advising development is a process based on free will, active participation, and responsibility, where the implementation of all tasks and outcomes planned within the coaching framework is solely the responsibility of the client. The client decides how much and in what way they incorporate or utilize the knowledge gained during coaching and advising, for which the consultant assumes no responsibility during or after the process. The client agrees to attend sessions in a suitable state for work.

17. If at any time the client feels stuck or unsure about any coursework, they should get in touch with the consultant for help.

18. The client agrees to show up, do all the work both online & offline, implement what they learn, commit fully to this process and give it their best.

Consultant's Responsibilities

19. The consultant undertakes to accompany the development process of the client, assist in implementing planned changes through interventions, monitor progress, and ensure the smooth running of the process. However, it is the client's responsibility to make the changes during the process.

20. The consultant commits to employing all available tools, methods, and techniques for the benefit of the client in coaching and advising. Furthermore, they undertake to openly address the methods they employ, their operational mechanisms, intentions, risks, and potential outcomes at every stage of the coaching process.

21. The Consultant and Client will jointly develop a career development plan based on the Client's desired outcomes for the trajectory. The Consultant agrees to facilitate, and Client agrees to follow the jointly developed plan.

22. The Consultant agrees to spend the necessary amount of time in preparation for the meetings with Client.

23. The Client understands that the result of any consultancy will depend on their willingness and ability to take actions.

24. The client cannot issue instructions to the consultant, make requests contrary to professional and ethical norms, or monitor the consultant regarding the content of the process.

25. Client agrees to communicate clearly with the Consultant, and to take responsibility for the results achieved and that the Consultant can only facilitate.

Nature of Services

26. Client understands that Consultant is not providing medical advice and that Consultancy should in no way replace treatment from a licensed healthcare provider.

I agree to the rules of the Terms and Conditions.

Client's name:



Szonja Zsiros Career
Advisor & Coach

Place:

Place: Amstelveen, NL

Date:

Date: 01. 01. 2025.