



UNIVERSITY OF
CAMBRIDGE

THE 2018 CAMBRIDGE CAREERS GUIDE



Written by the staff of your Careers Service

- Vacation work, further study, getting a job
- Choosing what to do
- CV, application and interview skills
- The A-Z of careers
- Thousands of vacancies and internships

www.careers.cam.ac.uk





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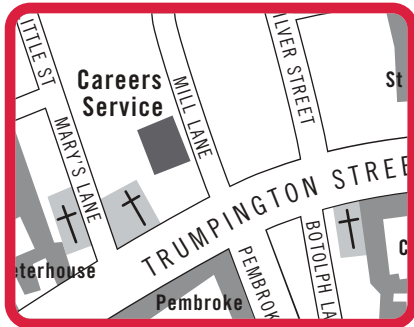
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THE 2018 CAMBRIDGE CAREERS GUIDE

Welcome to *The 2018 Cambridge Careers Guide*. Whether you haven't a clue what to do after Cambridge, or have a very clear goal in mind that you want to secure, this Guide will introduce you to all the help, information and advice on offer at the Careers Service. Please keep it as a reference over the coming year and follow the advice of last year's graduates who engaged early and often with the Careers Service.

Cambridge students from all degree disciplines are sought after by employers, large and small, from all sectors. Last year we carried over 7,700 vacancies. Our graduates do well in the job market, and Cambridge enjoys one of the UK's highest rates for students going into graduate-level employment or further study.

We are here to help you direct your best efforts in the most effective way, to the strongest leads and at the right time. As experienced professionals, we can give you objective advice and guidance in a wide range of areas. Funded and governed by the University as the main provider of careers education and advice, we are wholly independent of any commercial relationship with employers. We're here to serve your needs.

We all look forward to meeting you soon, whether in your first or final year, at the Careers Service, at one of our events, or online.



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Director of the Careers Service



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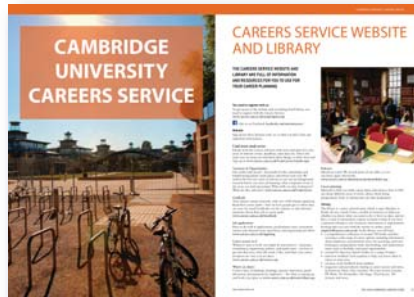


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JOBS AND COURSE PROVIDERS

Use “Jobs and course providers” on p69 to explore your options and unlock your career. There are over a hundred leading employers offering thousands of jobs and internships – all eager to hear from Cambridge graduates and offer help and advice on your next step. For a full list of advertising employers and course providers, see p86.

Good luck with your search!





PLANNING YOUR CAREER

UNDERGRADUATES/ MASTERS STUDENTS

START EARLY TO MAKE THE MOST OF WHAT'S ON

Undergraduates

First/second year

- Register with the Careers Service (www.careers.cam.ac.uk/ereg/register.asp).
- Identify career areas that spark your interest – use the A–Z in this Guide for inspiration (p31).
- Sign up online for **CamCareers** updates in those areas.
- Get involved in societies, clubs and sports.
- Plan your summer vacation – see p14–15.

Pre-finalist

- Come to presentations, events and talks about careers that interest you.
- Look for relevant work experience – search **Vacancies & Opportunities** on the Careers Service website as a starting point.
- Find out about key recruitment deadlines that will happen in your final year.

Finalist

- Save searches on **Vacancies & Opportunities** to be emailed job opportunities.
- Use the CV and cover letter book from the Careers Service to help you make applications.
- The Careers Service can support you in preparing for interviews.

REMEMBER: You can talk to a careers adviser at the Careers Service at any stage of your degree and even after you finish.

Masters students

Register with the Careers Service (www.careers.cam.ac.uk/ereg/register.asp) as early as possible to make full use of the opportunities available. Meet employers at the careers events and presentations (see p25) that take place during Michaelmas and Lent terms. Sign up for our **CamCareers** email service to get updates on events happening in sectors that interest you.



Judge Business School

Students undertaking advanced courses at the Judge Business School, such as the Masters in Business Administration and the Masters in Finance, have their own dedicated Careers Service team with specialist advisers equipped to provide information, guidance and advice on a range of careers appropriate for these courses. Full details of the team and advice on how and when to engage with the Service are provided during the induction week each year.

WHAT CAMBRIDGE STUDENTS DO NEXT

CAMBRIDGE GRADUATES ARE IN DEMAND BY EMPLOYERS IN SECTORS FROM ARTS TO IT



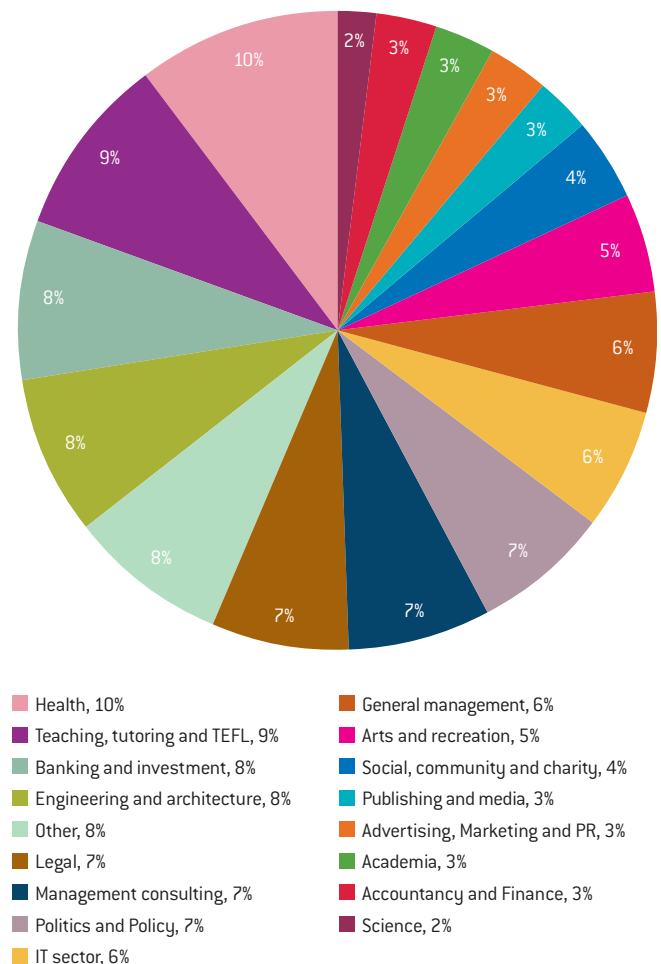
A great way to get inspiration for your future career is to look at what previous Cambridge students are doing now. Cambridge graduates from all degree disciplines are highly employable and sought after by many employers. The Careers Service collects data every year on what graduates are doing six months after they graduate. Less than four per cent of Cambridge graduates were still seeking employment six months after graduating in June 2016, one of the lowest rates in the UK. For first degree graduates, over 44% went into permanent employment straight away and over 32% went on to postgraduate study. A significantly higher proportion of first degree graduates from Cambridge go on to postgraduate study than from most other UK universities. Some graduates go to work abroad, some do voluntary work and some take some time out or travel. Whatever options you are considering, you'll be able to find information and support at the Careers Service.

What sectors do Cambridge students go into?

The destinations can be broken down by sectors, as shown in the pie chart. This chart shows what Cambridge undergraduate and masters graduates in employment were doing six months after graduating. For equivalent information on what PhD graduates were doing, see p8.

The breadth of options available to Cambridge graduates is shown by the range of sectors represented in the chart. There is no one sector that dominates the data, and the private (commercial), public, and third (charitable) sectors are all represented. Because of the different recruitment practices between sectors, it can seem during Michaelmas term that only recruiters from sectors like banking, finance, consulting and law are in Cambridge. However, the data shows that a similar number of students went into advertising and marketing as went into accountancy; and politics and policy attracted the same number as management consulting. In fact, recruiters from all the sectors in the chart visit Cambridge to meet students throughout the year.

Employment sectors of undergraduate and masters students in employment, six months after graduation (for PhDs see p8)



What roles do Cambridge graduates go into?

Examples of job titles and employers that Cambridge graduates have gone to within these sectors are listed in the table below. You'll notice that employers range from global household brands (eg L'Oréal) to local charities such as the Oxford Arts Festival. Some roles are directly linked to the organisation's function, e.g. working as a paralegal for a solicitors firm. However, other roles, such as communications or HR, are required across a range of sectors. For example, one graduate went into a software development role at the University of Cambridge, rather than in a software company.

A common misconception is that you have to go into a job directly related to the degree subject that you studied. In fact, for the majority of vacancies we advertise each year, the employers would welcome applications from any discipline. There are several examples illustrating this in the table:

- A NatSci is now an organist.
- A mathematician is now a paralegal.
- A lawyer is now a ski instructor.

So, rather than using only your degree subject as the starting point for working out your options, think about what interests you more broadly.



Studied	Is now	For
ASNaC	Software developer	Cambridge University Information Services
History	Learning intern	Jewish Museum London
NatSci	RAF pilot	RAF
Land Economy	Graduate surveyor	Cushman & Wakefield
History	Communications officer	Birdlife Europe
NatSci	College organist and accompanist	Cheltenham Ladies' College
Chemical Engineering	Skincare scientist	L'Oréal
Geography	Carbon management assistant	University of Cambridge
Divinity	Head of creative	Whistler (mobile app start-up)
Maths	Paralegal	Michelmores
Engineering	Structural engineer	Ramboll
MML	HR manager	Centrica
NatSci	Research technologist	STEMCELL Technologies
NatSci	Strategy consultant	Marakon
MML	Arts festival administrator	Oxford Festival of the Arts
NatSci	Winter analyst	Mansfield Advisers (healthcare consultancy)
AMES	Second secretary	Embassy of Japan
AMES	Analyst	Citigroup
Law	Ski instructor	Shiga Kogen Ski School

To see what students leaving your course last year went on to do, see the destinations webpage: www.careers.cam.ac.uk/dlhe/summary

PHD STUDENTS

SUPPORT FOR CAREERS IN AND OUTSIDE ACADEMIA

It's important to build career planning into your PhD timeframe. If you start your career planning early it will take some of the stress out of the final stages of the PhD and ensure a smooth transition into your next step. You are welcome to visit us at any time during and after your studies.

What do PhD students do next?

The pie chart shows the employment sectors of Cambridge PhD graduates six months after graduation. Just over half went onto an academic position at the end of the PhD. Outside academia, Cambridge PhD graduates are found in many different sectors. In some cases, the next job for a PhD will be directly linked to the topic of their research, eg a science PhD going into science publishing. In others it may be something quite different but using skills developed during the PhD, eg an astrophysicist going into quantitative finance, making use of the programming, mathematical and analytical skills developed during their research.

Careers outside academia

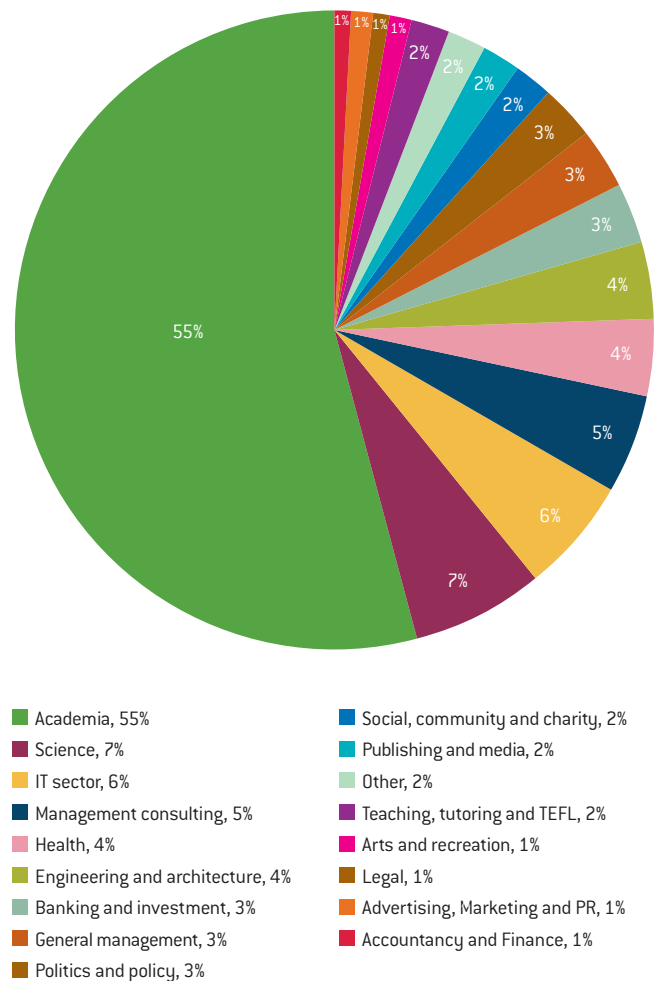
If you are thinking of a career outside academia, make full use of the opportunities to learn about careers and meet employers described in the rest of this guide. As a first step, register with the Careers Service (www.careers.cam.ac.uk/ereg/register.asp) and sign up to CamCareers emails in areas that interest you.

Academic careers

If you are planning an academic career then support at the Careers Service includes:

- Quick Guides *Planning an academic career*, *Academic interview skills*
- “Should I postdoc or not?” annual event to help scientists learn more about the next steps of a research career in academia
- Support with applications for Junior Research Fellowships (JRFs).

Employment sectors of PhD students six months after graduation



PhD bursary scheme

Bursaries of up to £500 are available to current PhD students to enable them to fund unpaid or low-paid work experience in the areas of arts & heritage, media, and not-for-profit. Previous bursary recipients have used the money to fund work experience at organisations including UNESCO, the BBC and the World Health Organisation. Details of how to apply and application deadlines are available at www.careers.cam.ac.uk/bursary/PhDbursary

“In the course of this experience I received several job offers. I now have a route into exactly the sort of work I want to end up doing. This experience was a game-changer for me – personally and professionally. [The bursary] will pay dividends for years or decades to come.

PhD bursary recipient 2016

CV and cover letter book

Pick up a copy of our guide to writing CVs and cover letters, written specifically for PhDs and postdocs and including examples of real, successful application materials for jobs within and outside academia. Drop in to the Careers Service on Mill Lane to get your free copy.

POSTDOCTORAL RESEARCH STAFF

SPECIALIST ADVICE FOR POSTDOCS

There are nearly 4,000 contract research staff/postdocs working at the University of Cambridge. In addition, Cambridge lies at the heart of a rapidly growing commercial science and technology scene, making the University of Cambridge one of the most vibrant environments in the world to develop a research career.

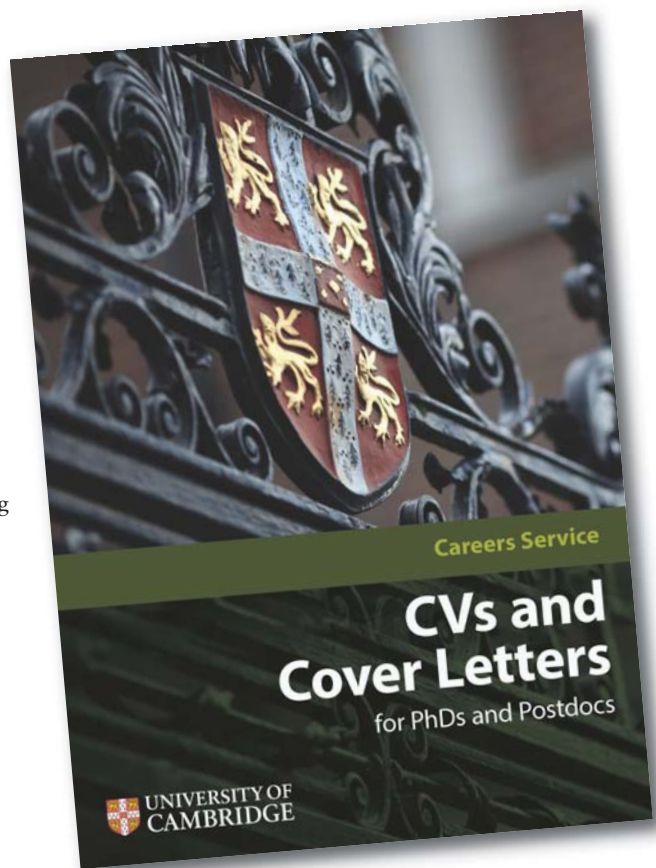
The specialist support of the postdoc careers service is here to help postdocs in all disciplines to achieve their career goals.

For researchers aiming for an academic career there are regular events and workshops as well as detailed information and advice on our website. This includes top tips from more senior academics, typical questions to expect at academic interviews, information on finding independent research funding and plenty more.

For researchers looking to move outside academia there are regular events and workshops. There are chances to meet former postdocs who have moved into other areas, and advice on making applications and interviewing. Our website includes information on what career areas postdocs from Cambridge have successfully moved into, advice on making the transition, and career stories from former postdocs.

Register for:

- free and confidential one-to-one appointments with a postdoc careers adviser
- workshops and speaker events
- mock interviews
- real-life interview questions and feedback from academic and non-academic job interviews
- a CV and cover letter book written for PhD students and postdocs, including real-life successful application materials
- a comprehensive website about postdoc careers including recorded talks on academic, industry and non-research careers.



How to register

For access to the postdoc careers service, register at www.careers.cam.ac.uk/eReg/PostDocRegForm.asp. Once you are registered you will receive regular email updates of careers news and events happening around Cambridge.

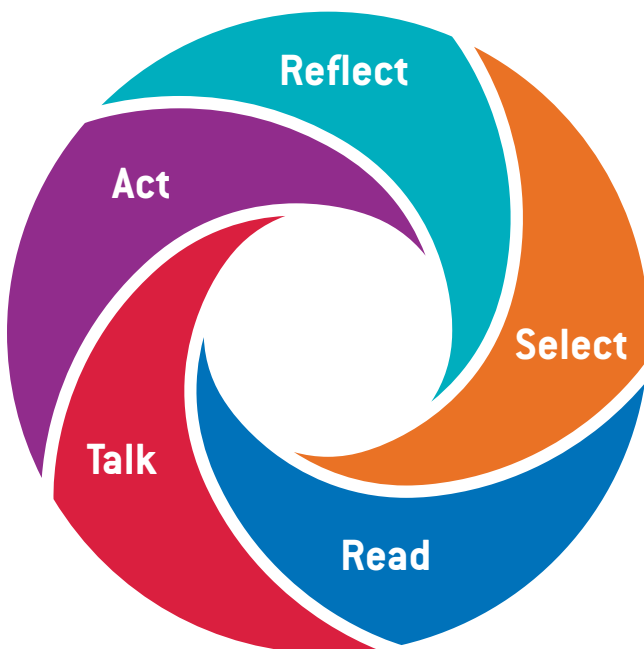
“Terrific session — I gained new insight into the interview process and feel empowered to prepare to give a strong representation of myself.

Postdoc after a mock interview

FIRST STEPS IN EXPLORING CAREER IDEAS

HOW TO IDENTIFY AND RESEARCH POSSIBLE CAREERS

The careers advisers in Cambridge have lots of experience in helping students to develop and explore their career ideas. Start the process with these five steps:



Step 1: Reflect

Spending time reflecting on yourself helps to narrow down what types of work would or wouldn't suit you. As you go through life you will learn more about yourself through experience, so reflection will continue to be useful to you in the future.

Start with these questions:

What kind of person am I?

Think about what you really enjoy doing and why, what interests you, what you are good at, and how you like to spend your time. List some skills you've developed so far, such as attention to detail or being persuasive. How would other people describe you?

What do I want from life?

Think about what is important to you. Do you want to live in a certain place, work in a lively environment, earn a high salary, help people, be challenged every day? Can you imagine yourself in 10 years' time – what would you like to have achieved by then?

Step 2: Select

Reflecting on yourself will only take you so far – at some point you need to look at what the options are. There is plenty of information available – in fact there is far too much for you to be able to read all of it! So you need to be selective and find a reasonable place to start. Start by identifying two or three career options that you have some curiosity about to explore further. At this stage you are not committing to anything and you can reject options as you find out more about them if they don't suit you. There is no single way to do this, but you could:

- look at the A–Z section of this Guide, and **Career Sectors A–Z** online, and pick two or three careers that interest you
- use online resources such as **targetjobs.co.uk** or **prospects.ac.uk** to review a wide range of jobs
- look at what other students from Cambridge or from your course have gone on to do. You can find this information at **www.careers.cam.ac.uk/dlhc/summary**
- try out the free, online Profiling for Success tool which will assess your personality and suggest career ideas. It is available on the Careers Service website (type “profiling for success” into the search box).

Step 3: Read

Once you have two or three interesting possibilities, start reading about them. The key to this is to be systematic. Think first about what sort of information you'd like to have, and keep notes as you go along.

You'll probably want to know:

- what the day to day work would be like
- what the entry routes are
- how to make yourself competitive
- what salary to expect
- what the progression beyond the entry-level would be
- where you would be working
- how much travel would be involved.

Good sources for your research are:

- online resources such as targetjobs.co.uk or prospects.ac.uk, which have detailed information on a wide range of jobs
- job adverts – the archive of all the jobs advertised on the **Vacancies & Opportunities** board for the past two years
- professional bodies such as the Royal Society of Chemistry, the Chartered Institute of Librarians and Information Professionals, Institute of Chartered Accountants in England and Wales etc
- the Careers Service Careers sectors A–Z webpages
- the books in the Careers Service library.

Step 4: Talk

There's only so much you can learn about a career option by reading, so the next step is to talk to people who have experience of work in the areas that interest you. There are lots of ways to find people to talk to.

You could:

- use your own networks. For tips on how to make and use contacts, turn to p26.
- attend careers events and employer presentations
- use **GradLink**, the Careers Service database of alumni.

Step 5: Act

To truly know if you like doing something, the best way is to do it! There are lots of ways to “test the waters”, and while you are a student is the ideal time, either during term by joining relevant activities in Cambridge, or during your vacations. Volunteering or work experience also gives you the chance to network with people in job areas that interest you. There are hundreds of vacation opportunities advertised on the **Vacancies & Opportunities** database every year, and the Careers Service can give you advice on accessing work experience in areas that interest you.

If this feels a bit much, remember:

- You're not choosing the rest of your life, just the next stage. Many people change careers multiple times in their life, so if the first thing you try isn't quite right, there's still time to change your mind.
- You don't need to explore every available option in depth, you just need to identify a few possibilities to explore further.

WHAT EMPLOYERS LOOK FOR

EMPLOYERS VALUE THE SKILLS THAT THE WHOLE CAMBRIDGE EXPERIENCE GIVES YOU



Cambridge graduates are sought after by employers, and many organisations visit the University of Cambridge each year to attract applicants. Part of the attraction is the high level of academic rigour and training that the University of Cambridge is renowned for. However, degree subject and exam marks are only part of the story. A typical employer will also be looking for a range of transferable skills, such as teamwork, maturity, confidence and time management. You can develop many of these transferable skills alongside your studies by getting involved in clubs, societies and sports and through vacation work, volunteering, internships and work experience (paid or unpaid).

“Those students that look to develop themselves outside of academia come better equipped to succeed in our assessment processes.

James Nugent, GSK, Recruiter

“I edited *The Cambridge Student* for a term and got involved in CUSU, which meant I had a fair bit to talk about at interviews.

English and history graduate

Develop your skills

Here are some of the main skills and personal attributes that are highly valued by all employers:

Teamwork

Co-operating with others to achieve an agreed objective

Leadership

Taking responsibility and getting the best out of yourself and others

Effective communication

Able to write well for different purposes and audiences, able to express ideas clearly in speech

Organised/good time management

Able to plan, work independently, prioritise and produce on time

Commitment and ambition

Setting high standards, resilient, aiming for difficult goals

Maturity and common sense

Self-knowledge, judgement, practical approach

Creativity/problem solving

Finding workable solutions to problems, inventing new approaches

Confidence

Articulate and decisive, at ease socially.

Activities that develop some or all of these skills will help you to find a job later on, and these skills will continue to be a great asset in developing a successful career. When you come to make job applications, you will often be asked to give evidence that you have some or all of the above. Evidence means giving examples of times where you have demonstrated these skills or attributes in practical ways. Employers generally won't mind whether this was through study, sport, clubs, societies, vacation work or work experience.

“ We want interesting people who have done different things; it's not just about academics!

Ho-Yan Yap, Lazard, Graduate Recruitment

Here are some examples of evidence of skills:

- organised/good time management – “combined academic success with a sports training schedule and competition”
- effective communication – “designed the webpage and marketing for a student society and attracted new members”
- maturity and common sense – “volunteered for a student helpline or student support group”.

So even if you're not yet sure about your career direction, getting involved and developing your skills now will help you later.

“ We value initiative, common sense, and the ability to make decisions and act on them quickly.

Emma Hilditch, RUN Media, Associate

Demonstrate your motivation

When you come to apply for jobs, employers will be looking for candidates who can demonstrate a genuine interest in what they do. This builds the confidence of the employer that you will be motivated in the job and committed to it. As you start to develop a clearer idea of what you might like to do after you graduate, you should start to get involved in activities that will help you show your motivation. Some activities will provide stronger evidence of your motivation than others:

Showing curiosity/interest (weaker evidence)

Keep up to date with news in the sector through mainstream media and specialist news

Networking

Go to related events and talks, join relevant societies

Experience (strongest evidence)

Get related volunteering experience, paid work or internships.

“ If you want to work in publishing it's good to show that you know who the best-selling authors are, that you have a sense of the market. Any bookshop or book festival experience is really useful.

Cambridge graduate now working as a literary agent



INTERNSHIPS AND VACATION WORK

USE YOUR VACATIONS TO DEVELOP SKILLS, TRY WORK THAT INTERESTS YOU, MAKE CONTACTS AND OPEN OPPORTUNITIES THAT WILL HELP YOU IN YOUR FUTURE CAREER

There's no shortage of interesting things you can do in your vacations during your time as a student. Many students do one or more of:

- paid work
- paid or unpaid internships/work experience
- voluntary work
- more studying
- take a holiday/travel.

Benefits of vacation work and internships for your career

Even if you aren't sure what you want to do after you graduate, it's worth diving in and trying something out in your vacations. It's the best way to find out more about what you like and don't like. There are several ways that vacation work will benefit your career. It gives you the chance to:

- develop new skills and knowledge
- find out if you would really like the work or not
- make contacts in the sector
- demonstrate motivation and commitment to your chosen career.

In some cases, vacation work experience or an internship can directly result in a permanent job offer.

How to find opportunities

Work experience can vary from formal, structured internship schemes to informally arranged, ad hoc opportunities. Some opportunities will require an application before a closing date, while others are the result of speculative applications or networking. To get ideas, read about other students' experiences of vacation work in the Careers Service library files or on the website. Some examples of what four Cambridge students did in their vacation are on the next page.



To find opportunities you could:

- look for advertised vacation work – a good starting point is the **Vacancies & Opportunities** database
- attend careers events to find out if organisations are offering internship schemes
- make speculative approaches to organisations that interest you
- network through people that you know or meet at events, or through a student society
- ask for advice on routes into careers from Cambridge graduates on our alumni contact database (**GradLink**).

FAQs

Will I get paid?

This depends on what you are doing and where. Many organisations will pay their interns, but in some sectors unpaid work experience is the norm. The Careers Service offers summer bursaries for work experience in the not-for-profit, media and arts & heritage sectors where paid internships are rare. See our website for more information.

When should I start looking?

Closing dates can be as early as January, or even before Christmas for some formal schemes, so start early to get the widest choice of options. However, there are opportunities advertised all year round.

Summer bursary scheme

Bursaries of up to £500 are available to current undergraduate students of all years to enable them to fund unpaid or low-paid work experience in the areas of arts & heritage, media and not-for-profit. Previous projects funded through the scheme include working in theatre companies, museums, archives, film production companies, newspapers, magazines, international NGOs, and local charities. You can read the full reports from previous bursary recipients on our website.

Details of eligibility, how to apply and the application deadlines are available at: www.careers.cam.ac.uk/bursary

“Overall, my internship was a very good experience: it surprisingly opened my eyes to a potential new career path that I hadn't considered.

Cambridge not-for-profit summer bursary recipient 2016



NAME Anna Lambert
STUDYING Human, Social and Political Sciences
SUMMER EXPERIENCE
 3 weeks at a peacebuilding NGO, before final year

How did you find the opportunity? Speculative application a few months beforehand.

What did you do? Concordis International is a conflict resolution and peacebuilding NGO. They work in Sudan, South Sudan, Uganda, Cote d'Ivoire and Mauritania, helping to facilitate dialogues and provide support for grassroots peace projects. I was a fundraising and communications intern for a month. I worked on multiple projects, including the organisation of a fundraising dinner, proofreading and editing the website, writing news articles for the website, designing and writing a monthly newsletter and editing handover guides (my manager had just handed in her notice, so we were preparing for a new staff member to take over – it was a very hectic period in which to be interning!).

Were you paid? No. I successfully applied for a Careers Service bursary, which helped to cover my expenses.

What did you personally gain from the experience? I gained a wide variety of skills in both fundraising and communications – using donor databases; research skills; proofreading and editing skills; using MailChimp. I was also given a great deal of responsibility from my first day and had to work with minimal supervision, which I think was a very valuable experience.



NAME Hugo Norbury
STUDYING Classics
SUMMER EXPERIENCE
 8 weeks at Thomson Reuters between 2nd and 3rd year

How did you find the opportunity? Searched online – I started looking quite a few months beforehand.

What did you do? Thomson Reuters provides data in the spheres of finance, law, and tax & accounting. I worked for eight weeks in the proposition management team in tax and accounting. The team was responsible for the commercial success of the company's EMEA corporate tax software. My main work was on market analysis, researching competitors and finding new opportunities or threats. I also spent a significant amount of time developing pages on the intranet and writing articles. On top of this, the interns had Friday morning training sessions.

Were you paid? Yes, I earned £400 a week.

What did you personally gain from the experience? The training helped to develop “soft” skills such as presentation, time management, and team work as well as teaching us about the company and the fields particular to it. The most I learnt was “on the job”. By getting involved in the proposition management team right from the start I learnt about what they did and how their area functioned. Perhaps the most useful insight was in finding out what I wanted to do outside of university. A long summer in business really helped this.



NAME Caroline Camm
STUDYING History
SUMMER EXPERIENCE
 4 weeks in marketing at Penguin Randomhouse publishing, after 1st year

How did you find the opportunity? Social media – I started looking more than four months in advance.

What did you do? I did two placements, each lasting two weeks. For the first two weeks I was in the Michael Joseph imprint, in their marketing and publishing teams. The second was in Dorling Kindersley, again in the marketing and publishing teams. I did research for prospective marketing campaigns, made showcards, did large mail-outs to reviewers and prize winners, wrote press releases, used Biblio, sat in meetings and contacted other companies via email and phone. Whilst at DK I also did an in-depth analysis of travel sales data with a specific focus on comparison to Lonely Planet. Tasks were very varied and it's a fast-paced, creative and at times stressful environment. Be prepared to have emails coming in asking if you can do this and you need to make sure you have the order or priority of the work. Have a great, positive attitude and use common sense and you will stand out. My placements were in July and September – when I came back to the office in September I went for lunch with the Michael Joseph team, which was great for networking and making a lasting impression. If you can capitalise on work experience it will make applying for internships easier because they will check with the department you previously worked in for feedback. They also have a talent pool, so if you do a great job there will be a file/reference in-house for them to review and contact for future temporary, part-time or full-time employment.

Were you paid? Expenses only.

What did you personally gain from the experience? I gained an appreciation of the publishing industry, the jargon, as well as a greater insight into the specifics of marketing and publicity and the differences between them. I learned how to use Biblio, which is a publishing tool used across the industry. I also gained potential references and five days' paid employment due to good feedback from the Michael Joseph team.



NAME Trina Seal
STUDYING Natural Sciences
SUMMER EXPERIENCE
 10 weeks at Amgen Scholars between 2nd and 3rd year

How did you find the opportunity? Word of mouth – I started asking around a few months beforehand.

What did you do? I spent nine weeks in the Trauner Group doing a chemistry project in organic synthesis. I synthesised a range of photo switchable microtubule inhibitors, which are promising candidates for future, more specific chemotherapy. As part of the programme, there were regular workshops on things such as scientific writing and graduate applications, and in addition we all had to present our projects to the group in professional 15-minute presentations followed by question and answer sessions. The programme concluded with us creating A0-sized scientific posters detailing our projects and presenting them at the annual Cambridge Symposium, and meeting the other Amgen Scholars from the other European countries. During the summer, Amgen organised and paid for a range of weekend and evening activities, such as trips to Salzburg and Neuschwanstein.

Were you paid? Yes. Amgen paid all expenses (travel, accommodation, food, trips around Germany/Europe, insurance) and we also got €1,500 on top of this.

What did you personally gain from the experience? I gained a real insight into what it is like to work in a lab, and I was able to apply the skills from my degree in a real research project setting. In addition, I greatly improved my presentation skills and learnt invaluable lessons on how to structure and present scientific information, both as a powerpoint and as a formal scientific poster for conferences. I also greatly increased my lab skills, and created an invaluable network of other scientists across a range of fields and from other countries.

Read more vacation work stories on the Careers Service website – search for “vacation work feedback”.

JOB APPLICATIONS

HOW TO MAKE YOUR APPLICATION STAND OUT FROM THE CROWD

The purpose of CVs

A CV is a very important document and you'll need one to:

- apply for jobs, courses or funding
- make a speculative application or introduce yourself when asking about possible vacation work
- help your referee write supportive references
- highlight your abilities and how much you have done.



Thank you for your honest feedback – it made me work harder to get the job!

Cambridge graduate

Everyone can prepare a good CV

You don't have to have climbed Everest. The first step is to write down all you have done since (and including) GCSE (or equivalent). The second step is to shape this information appropriately. There are conventions, but no detailed prescriptions. You need to adapt your CV for each application, so that it is written for the particular recipient and targeted to suit their needs, so that you really interest them.

Headings are important

They are vehicles for targeting your CV and helping the reader to make sense of the information. Conventional section divisions are:

- your name, in large letters
- personal details (no heading needed)
- education
- employment and/or work experience
- additional skills
- activities and interests
- referees (name, job, phone, email).

How to target your CV

Another way of ordering the information, allowing sharper targeting, is to put the relevant work experience, activities, interests and additional skills under a heading which you choose to match the employer's concerns, eg "Fundraising", "International development experience". This is a powerful way of highlighting your suitability, and is often advisable when applying in competitive sectors where employers look for strong evidence of commitment, eg media, international development.

To know how to target your CV, find out about the needs of the intended recipient. The more research you do about your CV's destination, the easier it will be to write.

Application forms

Large recruiters and/or public-sector employers are likely to ask you to complete their own application form and possibly send them a CV as well.

Forms ensure that all applicants answer the same questions, so you don't have to second-guess what employers are looking for.

They frequently require you to give evidence of your skills, for example:

- Give an example of a problem (or project) requiring analysis. What methods did you use and what conclusions did you reach?
- Describe a situation where you had to work effectively as a member of a team. What was the team's aim? How was the team selected? What was your role?





Keep scene-setting to a minimum. Think about why employers ask this sort of question. They want to know the process you used; you need to convince them that you could do it again in another context.

You may also be asked to describe how you fit the person specification, in which case you should make sure you address each point of the person specification with evidence, using sub-headings.

First impressions are every bit as important with a form as with a CV. Make a copy and draft your answers, following the instructions exactly. Keep to the word limit and check your spelling and grammar. Keep a copy of your completed form. If it's successful, you'll need it to prepare for the next steps in the selection process.

Cover letters

CVs for jobs should be accompanied by a cover letter. Application forms usually require only a brief letter. A cover letter is often tougher to write than a CV. It may be what the recipient sees first, and you want it to persuade them to read your CV. "Why is this person writing to me?" asks the recipient. The role of the cover letter is to show relevant motivation and enthusiasm.

If applying for an advertised post, say:

- briefly, your situation (eg "currently in my final year of a history degree at Cambridge, I am writing to apply..."), which post you are applying for, and where you saw it advertised
- why you want to work for them (this entails researching the organisation and their sector)
- why they should want you to work for them – what in particular *you* can offer
- nuts and bolts information, eg dates at various addresses and how you can be contacted.

In a speculative application, the letter should also explain what sort of work you want to do and be very clear about when, and for how long, you are available.

CVs and cover letters – how to take away the pain!

Our CV and cover letter books are packed full of examples, so whether you're preparing for the annual graduate recruitment cycle, or an academic researcher looking for your first lectureship position, you'll find something inside to help you. Starting from scratch and taking you to the final polish, our books will help you to:

- recognise your skills
- compile a targeted CV
- write an effective cover letter.

Written by careers advisers at Cambridge University Careers Service. Copies available FREE from the Careers Service.

NB: These books are designed to help you to write CVs for use in the UK. The style and content of your CV may need to be very different for use in other countries. Search "GoinGlobal" on our website for information on international careers, including CVs for different countries.



“A major contribution to getting my new post was, I think, your guide on CVs and Cover Letters for PhDs, which helped me to rewrite my CV in a much more radical way than I would otherwise have considered.
PhD student, languages

INTERVIEWS

PREPARATION AND PRACTICE ARE THE KEYS TO SUCCESS



Interviews and selection processes vary between organisations and types of work. Elements of the selection process in addition to the initial application may include:

- psychometric test(s)
- recorded video interview
- telephone/Skype interview
- face to face interview(s)
- group exercises
- case studies
- work-related tests such as sorting through an in-tray or editing a document.

In some cases you will be required to pass through a multi-stage recruitment process, including several of the elements listed above and more than one interview. Sometimes several of these elements are combined into a one-day “Assessment Centre”. In other cases there will be only one interview required.

When you are invited to interview, the organisation will let you know what to expect and you may also find details on their website. Feedback describing what students have encountered at interview for different organisations is available in the Careers Service library. You can also find advice on how to prepare for group exercises, case studies, work-related tests and assessment centres on the Careers Service website at www.careers.cam.ac.uk/applying/selection/tests/index.asp.

How to prepare for the interview

Preparation and practice are the keys to good performance in an interview. You should prepare as thoroughly for a telephone/Skype or recorded video interview as you would for an in-person interview.

Step one: Research the role and the organisation

Interviewers are likely to ask questions to test how well you understand what you have applied for and what the organisation does. Before the interview:

- review the job advert and your application
- read the organisation’s website
- talk to people working in the organisation or a similar field (through your own contacts or **GradLink**)
- be aware of news and trends in the sector you have applied to.

Step two: Predict questions you may be asked

Create a list of questions you anticipate may be asked at the interview. Some standard interview questions include:

- Tell us about yourself.
- Why do you want to work for us?
- What will you bring to this role?
- Tell me about a time you led a team/had a tight deadline...
- Where do you see yourself in five years’ time?
- What is your strength/weakness?
- Do you have questions for us?



“ They offered me the job! And I know it was thanks to you, because before our mock interview I hadn't gotten any offers, and I got the first job I was interviewed for after our mock.

Life sciences postdoc

Psychometric tests

You may need to take a psychometric test as part of the selection process. Graduate recruiters use a variety of verbal, numerical and situational judgement tests. The tests can be popular commercial products supplied by eg Watson Glaser or SHL, or designed in house. If you have a disability that may affect your performance, contact the employer to request special arrangements.

To prepare for the tests, familiarise yourself with the format, and practise to increase your speed and accuracy. You can access extensive free online tests on the Careers Service website – search for “psychometric tests”. (We subscribe so you can use them without paying.) There is also a wide range of specialist reference books containing test materials at the library.

There are also likely to be questions specifically about the job you are applying for. For example, in an interview for a marketing job you could be asked to describe marketing campaigns that you have been impressed by, or to describe how you might market a product.

Use the online and library resources at the Careers Service to learn more about typical interview questions:
www.careers.cam.ac.uk/applying/selection/interviews/index.asp.

Step three: Plan your answers

Think about the key points you want to get across to the interviewer(s), and which examples from your experience you would like to talk about. Pick examples where you had a personal impact and where there was a positive result. Use the STAR technique (Situation, Task, Action, Result) to structure your examples.

Step four: Rehearse

Practising out loud will help you to sound confident and convincing at your interview. You could practise on your own, with a friend or with a careers adviser at a practice interview. These are bookable online, see www.careers.cam.ac.uk/library/studentinterviews/MockInterviews.asp.

During and after the interview

On the day, be early, dress smartly and smile. After the interview, record the interviewer's name and make some notes. This will help you to prepare for future interviews. If you don't hear back from the employer in the timeframe they suggested, follow up by telephone or email.

“ I really think the practice session I had with you last week was so useful. The format and questions were exactly as we expected. Thank you again for your support.

Natural sciences graduate

POSTGRADUATE STUDY

MAKE AN INFORMED DECISION



Last year over 30 per cent of Cambridge undergraduates embarked on postgraduate courses or other further study. Options include taught masters courses of one to two years, vocational training such as teacher training, and research degrees.

Reasons for further study

To get the most out of the experience of postgraduate study you should be clear about your motivations. Some good reasons include:

- to gain a professional qualification eg law, teaching, librarianship
- to develop an academic or research career by completing a PhD
- to enable a change of career direction
- to specialise within the field.

Be aware that postgraduate study is not a requirement for all careers and will not necessarily make you more employable than already having a first degree from Cambridge.

Some students go on to postgraduate study immediately after they finish their first degree. However, for others, experience in the workplace first enables them to benefit more from postgraduate study later.

Where and when to study

In planning postgraduate study you should consider the course, the university and the country to study in. Questions to consider include:

- What are the entry requirements?
- Who teaches the course, how is it structured and what is the content?
- Is it a taught course or is it research-based?
- What is the reputation of the department and university?
- Does the course have links with relevant professionals or industry?
- Is the course recognised by professional bodies? How is it viewed by employers?
- What are the course fees and cost of living?
- Is there funding available?
- What do graduates of the course go on to do afterwards?

Postgraduate study in another country can have many advantages, particularly if you would like to work in that country after you finish. However it does require more planning. Ideally you should start planning 18 months before you would start the course. Don't be put off exploring this option if you don't have

strong language skills, as many universities in non-English speaking countries now teach in English.

See the links in the box for information on how to research your options.

Funding

Consider how you will fund your postgraduate studies. In the UK the postgraduate degree fees vary more between courses than the undergraduate fees. There are also variations in fees for UK/EU and international students. On top of the fees you should include the living costs, which will vary according to location.

Options for funding include self-funding, loans, scholarships, studentships, bursaries or a mixture of these. Some charities and trusts provide grants. You can access further information and funding databases on the Careers Service website and in the careers library.

In 2016 the UK government introduced loans of £10,000 for full or part-time masters courses. More information is available at www.gov.uk/funding-for-postgraduate-study.

Planning a PhD

High-achieving students at Cambridge are often encouraged to consider doing a PhD. It is a big investment of your time so it is important to think carefully about whether it is the right option. In the UK it will take 3–4 years to complete and in other countries can take even longer, for example 5–6 years in the USA. Whilst a PhD is the basic qualification and a necessary step towards an academic career, it does not guarantee an academic career. The academic job market is highly competitive and so you will need to ensure that your PhD is productive and successful.

Consider that:

- The topic you select for your PhD will set the direction for your subsequent career.
- The relationship you have with your PhD supervisor will have a big impact.
- It helps to be in a supportive environment with a strong research community.

Books such as *The PhD Application Handbook* and *How to get a PhD* are available in the Careers Service library. You may also find it helpful to talk to PhD students in your department, your Director of Studies or a careers adviser about your options.



Postgraduate study information

General

- **Career sectors A–Z:** Further study or research
- **CamCareers** emails
- Prospects: Postgraduate Directory and www.prospects.ac.uk
- Websites of individual institutions – course information
- Careers library information file: Postgraduate Study
- **Book:** *How to get a PhD*
- www.findaphd.com (science and social science)
- www.findamasters.com
- targetpostgrad.com

Funding

- **Quick Guide:** *Postgraduate Study*
- **Directories:** Postgraduate Funding Guide (Prospects); The Grants Register; Directory of Grant Making Trusts
- British Council Funding for overseas students: <https://study-uk.britishcouncil.org>
- The Arts Funding Guide (available in the Careers library)
- Funding databases: www.grantsforindividuals.org.uk, www.trustfunding.org.uk, targetpostgrad.com/funding

Arts & social sciences

- **Postgraduate study in arts, humanities and social sciences briefing** (see online diary)
- Arts & Humanities Research Council: www.ahrc.ac.uk
- Economic & Social Research Council: www.esrc.ac.uk

Science & engineering

- Cambridge University Biological Society Event
- Biotechnology & Biological Sciences Research Council: www.bbsrc.ac.uk
- Engineering and Physical Sciences Research Council: www.epsrc.ac.uk
- Medical Research Council: www.mrc.ac.uk
- The Wellcome Trust: www.wellcome.ac.uk
- Natural Environment Research Council: www.nerc.ac.uk
- Science & Technology Facilities Council: www.stfc.ac.uk

Europe

- Follow “Studying abroad” from www.prospects.ac.uk
- Study in the Netherlands: www.studyinholland.co.uk
- Study in France: www.campusfrance.org/en
- Study in Germany: www.daad.de
- Study in Denmark: studjindenmark.dk

Commonwealth

- Association of Commonwealth Universities: www.acu.ac.uk

Japan

- Japanese Government MEXT Scholarships: www.studyjapan.go.jp/en/toj/toj0302e.html

USA

- **Career sectors A–Z:** Further study or research
- www.educationusa.state.gov
- Reference material in the careers library
- Grad School search: www.petersons.com
- Practice tests (careers library): **GRE (Powerprep)** – general test for entry to American universities; **GMAT** – see under MBA below
- Advisory service, US/UK Fulbright Commission: www.fulbright.org.uk
- www.ets.org/gre – information on general admissions test for US universities including practice tests

MBA

- **Journals and directories:** *Which MBA?* (Economist Intelligence Unit); Directory of MBAs
- www.mba.com/global/the-gmat-exam – exam resources

Vocational

- Careers library information files about specific vocational areas

CAMBRIDGE UNIVERSITY CAREERS SERVICE




CAREERS SERVICE WEBSITE AND LIBRARY

THE CAREERS SERVICE WEBSITE AND LIBRARY ARE FULL OF INFORMATION AND RESOURCES FOR YOU TO USE FOR YOUR CAREER PLANNING

You need to register with us

To get access to the website and everything listed below, you need to register with the Careers Service:
www.careers.cam.ac.uk/ereg/register.asp

 Like us on Facebook [facebook.com/unicamcareers](https://www.facebook.com/unicamcareers)

Website

Sign up for these features early on, so that you don't miss any important information.

CamCareers email service

Emails from the Careers Advisers with news and alerts for your areas of interest: events, deadlines, open days etc. This is the main way we keep you informed about things, so don't miss out! Sign up at www.careers.cam.ac.uk/CamCareers/emails.aspx

Vacancies & Opportunities

Our online jobs board – thousands of jobs, internships and funded postgraduate study places advertised each year. We archive the last two years of adverts so you can do background research before you start job hunting: what companies work in the areas you find interesting? What skills are they looking for? When do they advertise? www.careers.cam.ac.uk/CamCareers

GradLink

Your alumni contact network, with over 1600 alumni signed up. Read their career paths – find out how people got to where they are now. Or email GradLinks via the website, to ask informal questions about their job or career path.
www.careers.cam.ac.uk/GradLink

Job applications

How to do well in applications, psychometric tests, assessment centres and selection tests, interviews, and negotiating job offers.
www.careers.cam.ac.uk/applying

Career sectors A–Z

Whatever type of work you might be interested in – museums, consultancy, engineering, politics, and much more – see how to get into that area, what the work is like, and what your career prospects are once you are there.
www.careers.cam.ac.uk/sectors.asp

What's on (diary)

Careers fairs, workshops, briefings, practice interviews, panel discussion, presentations by employers... See what is coming up and book your place at www.careers.cam.ac.uk/notice/diary.asp.



Podcasts

Missed an event? We record many of our talks, so you can listen again afterwards.

www.careers.cam.ac.uk/podcasts/podcastsIndex.asp

Career planning

Material to help you make career plans and choices, how to find out about different areas of work, advice about doing postgraduate study or taking time out after graduation.

Library

The library is a quiet, relaxed space which is open Monday to Friday all year round. It has a wealth of resources to help you whether you know what you want to do or have no idea, and we have a team of information experts on hand to help. If you have a question relating to our resources, information or appointment booking that you can't find the answer to online, email enquiries@careers.cam.ac.uk. In the library you will find:

- a comprehensive collection of around 700 books and files covering a wide range of career options including information about employers, psychometric tests, job searching, interview techniques, postgraduate study and funding, and employment issues such as disability and equal opportunities
- around 40 takeaway Quick Guides on a range of topics
- interview feedback from students to help you know what to expect in interviews
- vacation work feedback from students
- magazines and periodicals relating to career sectors and news, eg *Financial Times*, *New Scientist*, *The Law Society Gazette*, *PR Week*, *The Bookseller*, *The Stage*, *Third Sector*, *The Actuary* and more.

MEET YOUR CAREERS ADVISERS AND INFORMATION STAFF

WHO'S WHO AT THE CAREERS SERVICE?

Information staff



Our friendly information staff members are always on hand at the information desk to answer your questions, arrange for you to see a careers adviser, or help you to find what you are looking for in the library.

Postdoc careers advisers



If you are a current Cambridge postdoc you can meet one of the postdoc careers advisers. Register at www.careers.cam.ac.uk/eReg/PostDocRegForm.asp. See p9 for more information about the support we provide for postdocs.

Student careers advisers



Our student careers advisers offer careers support for all undergraduate, masters and PhD students and alumni. Each adviser specialises in a selection of career areas and academic departments, as detailed on our website. The careers advisers liaise with employers, research careers information, organise talks and panel events and offer one to one advice sessions. When booking an appointment our information staff will advise you on which careers adviser would best be able to help you. See our website for how to book.

How to prepare for your careers appointment:

- Think about the focus of the meeting – what is the most important concern for you right now?
- If you don't yet know what you want to do after you graduate, the careers adviser can help you to think through your options and plan a strategy to move forward.
- Find out basic information first, for example using the Careers Service website, to use your time with a careers adviser effectively.
- Prepare any job applications as well as you can before the appointment. Upload them with the job description to our website at least a day before.
- If you want to practise for an interview, upload full details of the job you are being interviewed for in advance.

“The adviser replied thoroughly to all my questions, it was very helpful.
Student after an appointment

MEETING EMPLOYERS

CAREERS EVENTS AND PRESENTATIONS

Each year we offer 15 major careers events where employers can meet Cambridge students, graduates and postdocs. In addition, around 200 employers arrange their own presentations in Cambridge during term time and we provide information about these on our online diary. We will let you know about these presentations through our **CamCareers** emails.

Michaelmas Term 2017

Banking & Finance	11 October
Consultancy	12 October
Graduate Schemes & Internships – Careers for any discipline	18 October
Solicitors	19 October
Careers in Economics	24 October
Careers for Mathematicians	25 October
Careers in Quantitative Finance	25 October
Teaching	1 November
Engineering, Science & Technology	8 & 9 November
Barristers	28 November

Lent Term 2018

[See online diary for dates](#)

Work to Change the World – for more than profit
Careers in Creative Industries
Cam Connect – Local Enterprise and Technology
Data Science

Easter Term 2018

[See online diary for dates](#)

Summer Recruitment

Asia careers fairs

Students seeking work abroad or international students returning home to work should also look out for careers fairs around the world. These include careers fairs in early September in Hong Kong, Shanghai and Beijing run by Cambridge, Oxford, LSE and Imperial College London. These are aimed at students returning home to Hong Kong and mainland China looking for work with a western multinational or Chinese company. Search for “Asia Careers Fairs” on the Careers Service website.

What to expect at the careers events

Our careers events are drop-in fairs, so you can stay for as little or as long as you like. Typically there will be anywhere between ten and one hundred employers, organisations or individuals arranged around the room at stands, and students wander around freely to speak to them. Organisations may send someone from human resources (HR), who will be the best person to speak to about their hiring processes, and often they send recent graduates working at the organisation who can tell you what it is like. You may also be able to meet people who are working in the sector and can give you advice on how to approach getting into the area, eg journalism or international development.

Preparing for a careers event:

- Use the event page on the Careers Service website to research the organisations and individuals that will be attending.
- Decide what you want to get out of the event.
- Make a plan of who you want to speak with on the day and prepare questions ahead.
- You may opt to bring a tailored and well presented CV along.



“ It was actually a careers fair, where I had a conversation with someone who worked in the company, that led to me getting my job.

PhD alumnus now working as a graduate scientist

NETWORKING AND CONTACTING ALUMNI

DEVELOP YOUR PROFESSIONAL NETWORK WHILE AT CAMBRIDGE



Your professional network

Your professional network is all the people you know who can provide leads, support and advice about your career. For example, they can help you make wise career choices, understand the job market, and access the many jobs that are never advertised.

Networking is all about mutual benefit, so you will also be able to help the people in your network to be successful in their careers too. Your network will develop throughout your career as you progress through different stages of your working life. Your time at Cambridge is the perfect opportunity to get started.

Social media

Social media tools, if used wisely, can be enormously beneficial in creating and maintaining your professional network. They allow you to easily stay in contact with people as they move through their careers. LinkedIn is currently the biggest professional social networking tool and you can create a profile and start networking there with a free account.

Increasing numbers of employers are using online social or professional networking tools like LinkedIn to look for good potential hires and job vacancies. In a few cases, opportunities may only be advertised via social media such as LinkedIn or Twitter – this is particularly likely to be true for media jobs.

How do I start networking?

- Keep in touch with or contact people you know through friends, family, previous/current work or study experiences.
- Join student societies, volunteer and get vacation work experience. Add the people you meet there to your LinkedIn account.
- Follow blogs and Twitter accounts of people working in sectors that interest you.
- Attend our careers events and employer presentations.
- Come to our careers panels and talk to the speakers afterwards, then add them to your network.
- Use **GradLink** – our database of over 1,600 Cambridge alumni who have volunteered to be informal careers contacts for you.

Career panels

Networking is important for all careers, but it is especially important for careers in the creative, arts, heritage, publishing, media, charity and international development sectors. For these sectors there is often no clear, straightforward route in for graduates, and networking is a vital element of learning about and breaking into the sector.

At our career panels you can hear talks from people working in these sectors, ask them questions and network with them afterwards. The best way to find out about these is to sign up for **CamCareers** emails. They are also advertised on the online diary. The talks are recorded and made available as podcasts on our website. Examples of recent panels are:

- teaching careers – accessing initial teacher training
- becoming a solicitor – for non-law students
- arts & heritage management
- market research
- environment and conservation careers
- politics and public policy
- international development
- creative writing
- sustainability
- charities and social impact careers in the UK
- careers using languages
- gaming industry
- children's publishing
- public interest law.



The evening was so enjoyable and the advice so helpful. In fact, two days later I was offered my first interview after months of trying, and was offered it an hour and a half after submitting my CV and covering letter. That was thanks to this event. It's made a real difference.

History finalist 2016

SEARCHING FOR WORK

WHERE AND WHEN TO LOOK

The Careers Service **Vacancies & Opportunities** database is a great place to start looking for work. Every year we advertise over 7,700 opportunities covering graduate jobs and vacation work, everything that Cambridge students are typically interested in, from advertising to zoo work. We also archive everything that we have advertised in the last two years, making the database a great research tool for learning more about the types of jobs available.

To make your job hunting efficient and to make sure you don't miss out, you need to be aware of the typical timescales of graduate recruitment, and you may also want to widen your search beyond the Careers Service database and use additional sources of job adverts.

Plan the timing of your hunt

Employers that recruit large numbers of graduates, such as the Civil Service Fast Stream and many large companies, will typically recruit for graduate schemes, which are usually advertised from late August/September until around April each year for a September start. Organisations may close their recruitment process once they have reached their target of graduate offers, so get your applications in early.

This annual cycle tends to include investment banks, management consultancies, large financial services and accountancy firms, general management, the NHS, the BBC, and the Civil Service Fast Stream.

In other sectors, such as media, publishing, charities and arts and heritage, there are many jobs advertised outside the graduate recruitment cycles. One-off opportunities, often in smaller organisations, can come up at any time of the year, and this type of ad hoc year-round recruitment is the norm.

Where to widen your search

Advertised positions

In addition to the **Vacancies & Opportunities** database:

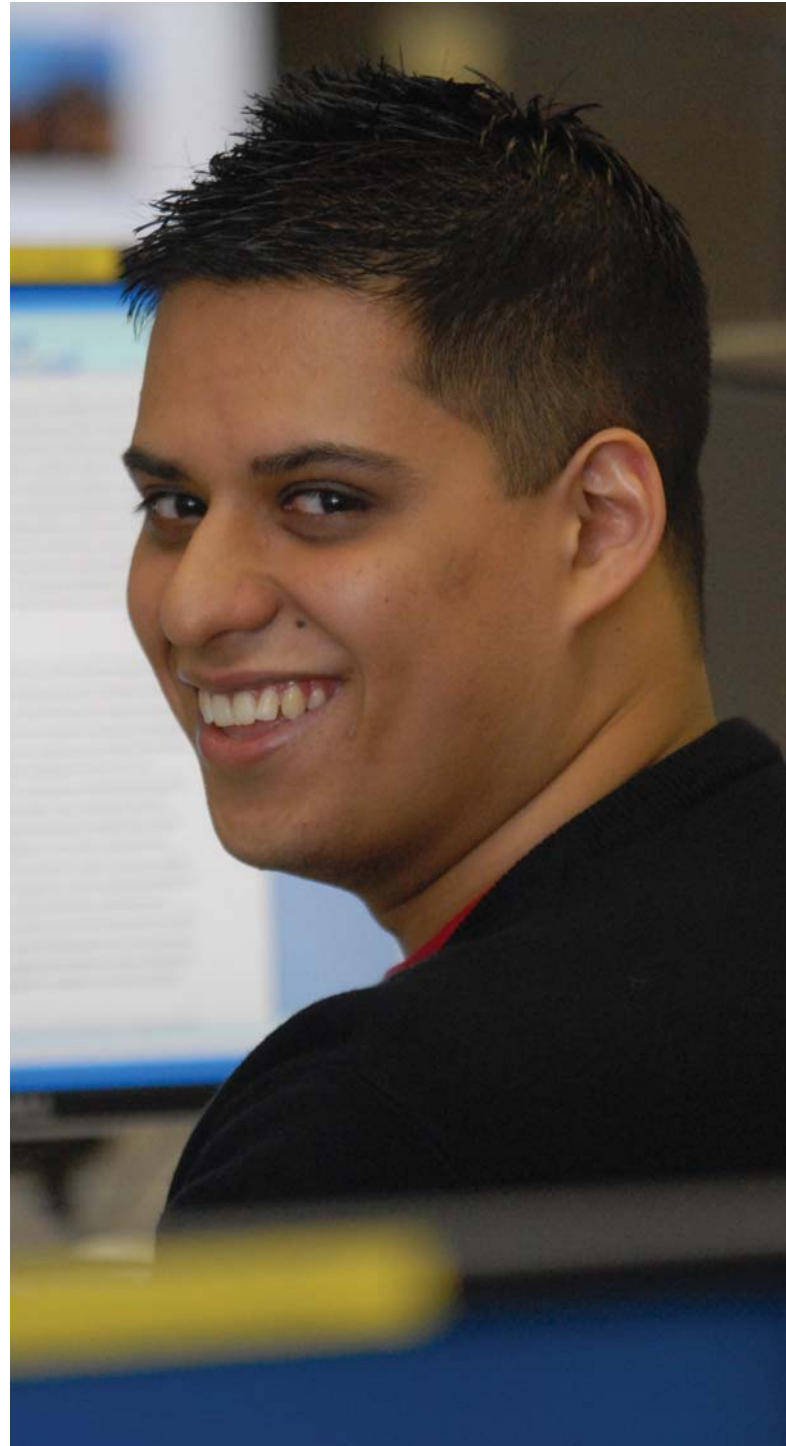
- Use generalist websites advertising graduate jobs such as TARGETjobs and Prospects.
- Many sectors will have specialist websites/publications that cater specifically for jobs in that sector. For advice on sources of jobs for specific sectors, read Career sectors A-Z on the Careers Service website.

Speculative applications

- If you can identify organisations that you would like to work for, then a speculative approach may lead to an opportunity. This can work particularly well in sectors without a formal recruitment programme, for example in the not-for-profit, technology, media and arts & heritage sectors.
- The key is to research the organisations really well and tailor your CV and cover letter specifically to them.

Social media and social networking

- Use sites like LinkedIn, Twitter and Facebook to network and find information about jobs, roles and organisations of interest.
- Some opportunities may be advertised only via social media, especially in the media and communication sectors.



Recruitment agencies

- If you're thinking of using a recruitment agency, please read our guidance on the potential downsides: www.careers.cam.ac.uk/vacancy/Agencies.asp or talk to a careers adviser.

SUPPORT FOR DISABLED STUDENTS

WHATEVER YOUR DISABILITY OR CHRONIC CONDITION, THE CAREERS SERVICE OFFERS SUPPORT FOR YOUR CAREER

The Careers Service aims to ensure that, whatever your disability or chronic condition may be, you are able to obtain the information and advice on career choice that you need. We are happy to discuss your ideas and plans with you at any time while you are a student at Cambridge and after graduating, and would encourage you to make contact with us from an early stage. The range of options you have is wide and careers advisers can put you in touch with organisations specialising in job search, or offering graduate schemes or vacation opportunities, for people with disabilities. Examples are:

- www.employ-ability.org.uk
- www.myplusstudentsclub.com
- www.change100.org.uk

We are keen to meet the needs of anyone requiring individual help to access our resources or events.

- Ground floor rooms are available for discussions with a careers adviser.
- The Careers Service building is accessible via a temporary ramp. Please notify staff in advance of your visit so that this is ready when you arrive.
- A portable induction hearing loop is available.
- Height-adjustable desk with PC in ground floor library.
- If you give us advance notice, we can provide material in large print or Braille, or provide a personal reader to help you access information.
- If you have any queries about access to any of the events listed in our online diary, please contact us.

Disability and careers

- www.careers.cam.ac.uk/disability/index.asp: information for students with a disability
- Careers library information files on Disability and Careers
- **CamCareers** emails: Disability and Careers
- www.myplusstudentsclub.com
- www.change100.org.uk
- www.employ-ability.org.uk: opportunities for disabled and dyslexic students and graduates

Disability Resource Centre

- The University Disability Resource Centre has advisers to give information, support and guidance to students with a disability.
- www.disability.admin.cam.ac.uk
- disability@admin.cam.ac.uk
- telephone 01223 (3)32301

“ I have had first rate advice, but the most significant has been the careers advice I received about working through the specific reasonable adjustments I needed in the workplace. It has been a revelation to know just how much help is out there if you ask.

Cambridge alumnus now working in teaching



SUPPORT FOR INTERNATIONAL STUDENTS

FROM AFGHANISTAN TO ZIMBABWE

The Careers Service welcomes the chance to support students from all parts of the globe as they research and plan their careers. We provide information and guidance to you.

Unlike Careers Services in some countries, we don't preselect students for specific job vacancies, nor do we forward CVs to employers. To find out all the ways in which we might be able to help you, come into the Careers Service or browse our website.

If you are a national from outside the EEA (European Economic Area; see box) or Switzerland wanting to work or train in the UK – whether you are looking for vacation work during your time here or permanent employment after graduation – you need to be clear about your visa status. The immigration rules are subject to change and you need to ensure you have up-to-date information; see box below for sources. Currently, nationals of member states of the EEA or Switzerland can work in the UK after graduation without seeking permission to do so; this may change as Brexit progresses. Other nationals are likely to need a work-related visa.

Although careers advisers cannot give you immigration advice, the University's International Student Team (IST) provides specialist support to students who come to study at Cambridge from outside the UK. They provide advice on Tier 4 student visas, dependent visas, the Doctorate Extension Scheme, Tier 1 Graduate Entrepreneur, Short-term Study visas as well as information on options for post study work visas.

It is recommended that prior to undertaking work, Tier 4 students should check the visa restrictions with IST. Find out more at www.ist.admin.cam.ac.uk, and to keep up to date with relevant immigration news follow them on Twitter @cam_intlstudent.

“There are a lot of misconceptions about post-study visas and with frequent changes to UK immigration policy, understanding the requirements and conditions can be confusing. If you are considering remaining in the UK to work after completing your studies, the International Student Team can guide you through the immigration routes that may be available. We participate in many of the University-organised careers events, run visa workshops during the academic year and provide advice by email or in person.

International Student Team



International students

- International Student Team for immigration/visa advice: www.ist.admin.cam.ac.uk
- www.gov.uk/browse/visas-immigration: the UK government website with links to up-to-date information on working in the UK legally
- Going Global, an extensive career and information resource www.careers.cam.ac.uk/library/GoingGlobal.asp
- Information for international students on the Careers Service website www.careers.cam.ac.uk/students/international/index.asp
- UKCISA – Council for International Student Affairs – offers advice on its website www.ukcisa.org.uk and via a free telephone advice line (020 7788 9214) Mon-Fri, 1–4pm
- Additional help and support may be found in the International Section of the CUSU website and in the CUSU Welfare Directory, www.international.cusu.cam.ac.uk/about
- Directories and books on working overseas, available at the Careers Service

The EEA

The EEA includes Austria, Belgium, Bulgaria, Croatia, Cyprus, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, the Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and the UK.

Cambridge and Brexit: www.cam.ac.uk/eu



THE A-Z OF GRADUATE CAREERS

THE A-Z OF GRADUATE CAREERS

This section gives an introduction to the 20 main career areas that Cambridge students go into after graduation. It's written by Cambridge University careers advisers specialising in each of these areas. We've included information on how to 'Get ready'. This includes ways to test the water and find out if you'd really like to work in the area, and how to get experience which will make you stand out on the job market. If you like the sound of any of these career areas, then the 'Find out more' box will point you to the best places to look for more information.

We haven't covered every career area in this Guide. If there is something that interests you that doesn't appear here, look on the Careers Service website under **Career Sectors A-Z**. For example you'll find sections there on starting your own business and data science. In addition, the Prospects website has an excellent list of job profiles for all sorts of careers, written by UK university careers advisers: www.prospects.ac.uk/job-profiles.

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Feeling stuck?

Use this A-Z guide for inspiration. Keep an open mind at this stage. It's worth reading about all these careers – allow your preconceptions to be challenged! Keep track as you read through. Note down which areas definitely interest you, which you feel are possibly of interest and which you are definitely not interested in. Try to come up with your top three career areas to investigate further, and write down the next concrete actions you can take to get ready and find out more.

ACADEMIA

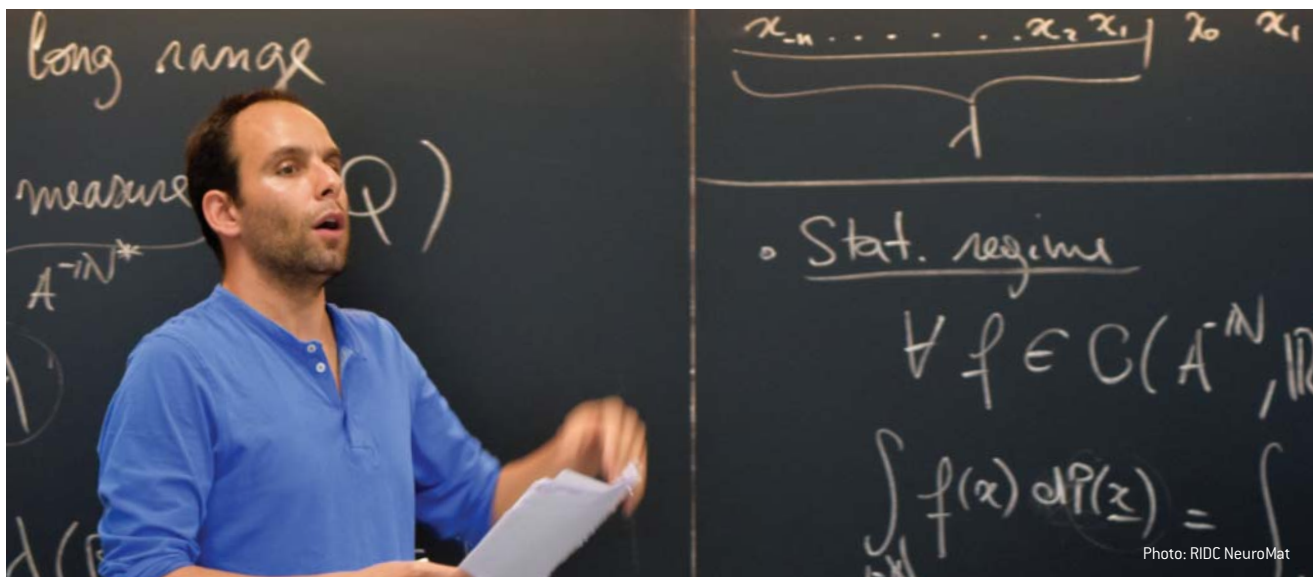


Photo: RIDC NeuroMat

Academics (lecturers, readers and professors) work in higher education (universities and colleges) doing a mixture of research, teaching and administrative work. For most positions, the key requirement to establish a career is excellence in research.

As an academic you will have a great deal of intellectual freedom to pursue your research ideas. You will be part of an international community of researchers in your discipline and you'll lead research in your own area. Many academics find teaching undergraduates and supervising early career researchers rewarding parts of their jobs and some specialise in senior managerial positions in their university.

“ I truly do think it's a fantastic job. Pushing forwards, doing the research, becoming a leader in your field and building up your group to allow you to do that is a challenge. It's an exciting challenge. ”

Cambridge graduate, now lecturer at Imperial College London

Routes in

A PhD is a necessary qualification for embarking on an academic career. To be competitive for PhD places and funding, you need excellent academic performance at undergraduate level. For scientists, it is also worth getting experience of what laboratory research is like, for example by doing a summer placement in a university research group. In arts, humanities and social science disciplines it is usually necessary to do a masters before the PhD, but this is not always the case in the sciences.

Having a PhD by itself will not guarantee progression into a long-term academic career. There are many more early career researchers than there are permanent academic positions. So after their PhD, early career researchers usually work on short term contracts (postdocs) to continue to develop their publication track record. Inevitably many researchers will invest a number of years in this career path but ultimately change direction because of a lack of permanent opportunities. However, for those that succeed, being an academic offers a challenging, rewarding career with the chance to shape the future of your intellectual discipline.

Get ready

- Get the grades (first or high 2.1).
- Get some work experience in a research lab during the summer (scientists/engineers).
- Think carefully and get plenty of advice before choosing your PhD topic, supervisor and university.
- Talk to your lecturers about what their jobs are like.

Find out more

- **Career Sectors A-Z online:** Academic careers, Further study or research
- Quick Guide *Planning an Academic Career* (available at the Careers Service)
- *The PhD Application Handbook* (available at the Careers Service)
- *How to Get a PhD* (available at the Careers Service)

ARTS AND HERITAGE



In this sector you will find theatres, orchestras, opera companies, galleries, museums, dance companies, festivals, record labels, auction houses and more. There is also a growing number of organisations in less traditional areas such as cross arts and digital arts. Opportunities can also be found in artists' agencies and in national/regional arts and heritage organisations such as the Arts Council England and the National Trust.

Unsurprisingly there are many performers, artists, directors and curators working in these settings. But, less obviously, there are also people responsible for fundraising, marketing and communications, community engagement, programme management, and venue/building management etc. Portfolio careers among performers/artists are common, combining performance with activities such as teaching, festival administration, community arts projects, scriptwriting and reviewing, to working as TV and film extras or freelance proofreaders.

“ During my internship at the British Museum I learned a range of skills – cataloguing, scanning, handling prints – all essential to a career as a curator. I also had the chance to see the positively labyrinthine British Museum storage facility, filled to the brim with fascinating objects! ”

2016 Arts and Heritage bursary recipient

To be successful you will need proactivity, stamina, talent, sustained enthusiasm, flexibility and a determination to take charge of your own career. Contact GradLinks via the Careers Service website to get tips and advice, come to our arts/heritage careers events, and listen to the podcasts.

Routes in

There are no typical structured routes into careers in these areas. Many people will start off volunteering before moving into entry-level jobs. In performance, postgraduate training is common but not always essential. For curatorship a postgraduate course is important.

Get ready

- Whichever type of organisation or job you are interested in, you will definitely need real and demonstrable passion. This means engaging in as many ways as you can – volunteer, perform, direct, join student societies, go to professional performances/shows/exhibitions, attend festivals.
- Networking is a vital skill – many opportunities are never advertised. Use your time at Cambridge and your vacation experience to start building your network.

Find out more

- **Career Sectors A–Z online:** Arts and Heritage
- Arts careers www.artsjobs.org.uk
- Museums Association www.museumsassociation.org
- National Council for Drama Training www.dramauk.co.uk
- Council for Dance Education and Training www.cdnet.org.uk
- *British and International Music Yearbook and Music Education Yearbook*, published by Rhinegold Publishing www.rhinegold.co.uk; www.careersinmusic.co.uk

CHARITIES AND SOCIAL ENTERPRISES

Many graduates are attracted to working for organisations that have humanitarian, social or environmental objectives. These can be charities or social enterprises: social enterprises aim to have a positive impact on society whilst making a profit; the profit is reinvested in the enterprise and/or the community. This sector is sometimes called the third sector (as opposed to the public and private sectors) and includes a wide variety of organisations from big players such as the British Heart Foundation to local charities such as Wintercomfort for the homeless.

Within each organisation there are many job roles. Some of these roles are common to all sectors, such as human resources, marketing and finance, whereas others are specific to charities, such as advocacy, community outreach, or fundraising.

Working in the charity/social enterprise sector will not typically offer high salaries but can be very rewarding. People in this sector often move between organisations, so the career path is likely to be varied. They will usually be working with limited resources and need to be creative and efficient.

Routes in

Volunteering is a good first step to a career in this sector. Choose charities whose aims match with your values and get involved.

“ The charity sector is looking for applicants to show initiative and to be 'self-starters' – there simply isn't capacity for spoon-feeding. Find leadership positions within causes that you care about – and if they don't yet exist, create them! With this sort of experience, not only is it much easier to pick up the phone to a potential employer, but when you then get to interview, you have tonnes of relevant insight and experience to share. ”

HSPS graduate, now the manager of Cambridge Hub

This will enable you to understand the organisation and the issues at a deeper level. Use volunteering as an opportunity to clarify the type of role you would like to do as well as the type of organisation you'd like to work for. You can volunteer during the vacations but there are also opportunities in Cambridge, eg with Student Community Action, Cambridge Hub or Nightline.

You can then build on the volunteering you have done and other skills you have developed to access entry-level paid positions. In particular, expertise in fundraising and impact measurement are in short supply. You can take your first steps in fundraising by for example, telephone fundraising for your college.

Another route into paid work in the third sector is to acquire professional expertise elsewhere and then move in to the sector later. You could become a human resources professional, accountant or communications expert in the public or private sector, and then move to a charity/social enterprise. This way, the charities gain from the training you have received elsewhere.

While most people enter the sector via one of the two routes described above, there are a growing number of graduate schemes, which include:

- **Worthwhile** – for social impact careers
- **CharityWorks** – a leadership programme for a range of charities
- **Wellcome Trust** – a health-related charity
- **Gradunique** – offered in partnership by the British Heart Foundation and Macmillan Cancer Support
- **Year Here** – a mix of study and experience to help graduates who want to start their own social venture.



Find out more

- **Work to Change the World** – our annual careers event in February each year; a chance to meet many charities and not-for-profit organisations
- **www.charityjob.co.uk** for the types of jobs available in the sector; and the Charities & social enterprises section of **Vacancies & Opportunities**
- **Career Sectors A-Z online**: International Development, Social Enterprise, Working in the UK charity sector

ENGINEERING

Cambridge engineers find their way into many careers. Engineering consultancy, research and development, industry and defence are key employment sectors. Engineers also work in commercial, management and consulting roles in a wide variety of private and public organisations.

When considering a career as an engineer, don't just think about what area of engineering most interests you, but also what type of company is the best fit for you. You can use your placement to develop a feel for this.

Routes in

A degree in engineering (MEng) is the obvious starting point for a career as a professional engineer.

After the MEng, those aiming to become Chartered Engineers – CEng, the highest level in the profession – usually develop their professional competence through an accredited employer-based training scheme. To prepare for registration, engineers need to develop profiles of competence and professional activity, which will be independently assessed. Be aware that not all job opportunities have a formal scheme for accreditation, so you need to decide whether it is important to you. For more guidance on accreditation see the regulatory body's website: www.engc.org.uk.

“ Although you are encouraged to specialise throughout your degree, don't let that specialisation define you as an engineer and don't be discouraged from applying for roles which might seem outside your specialisation. You will continue learning throughout your career; your degree provides the foundations on which you can build. ”

MEng graduate (Mechanical Engineering), now working for the UK's largest car manufacturer



Get ready

- Get involved in extra-curricular engineering projects, eg through some of the Cambridge engineering student societies like Eco Racing.
- The industrial placements team in the Engineering Department have excellent resources on employers of engineers on their website www.placements.eng.cam.ac.uk.
- Become a student member of your relevant professional body, eg the Institution of Mechanical Engineers.

Find out more

- Don't miss the annual two-day Engineering, Science and Technology careers fair every November, and CamConnect for local opportunities in February.
- Cambridge University Engineering Society holds a careers fair each Michaelmas term.
- TARGETjobs *Engineering* (available at the Careers Service).
- Gradcracker is a graduate recruitment website focussing on engineering and science www.gradcracker.com.

ENVIRONMENT AND CONSERVATION

Many graduates have a desire to work in an area that contributes to safeguarding and improving the environment, conserving species and ecosystems, improving sustainability or finding solutions to problems such as climate change. Careers in these areas encompass a wide range of roles and organisations.

Your employer might be:

- A government or statutory body such as:
 - Environment Agency
 - Department for Environment, Food & Rural Affairs
 - Natural England
 - Research Councils UK
 - European Commission
- A non-governmental organisation such as:
 - Greenpeace
 - National Trust
 - WWF
 - Flora & Fauna International
- A small pressure group or charity like:
 - The People's Trust for Endangered Species
 - The British Trust for Conservation Volunteers
- An environmental consultancy
- A large corporation's Corporate Social Responsibility (CSR) department

“ Volunteering doesn't have to be expensive; it can be a nature reserve near you for an hour here and there. ”

Cambridge graduate working in conservation

“ If you want to work in international conservation, languages are going to be key. ”

Cambridge graduate working in international conservation



“ UNEP-WCMC’s collaboration with the University of Cambridge on the Cambridge Biodiversity Internship Scheme provides an unparalleled opportunity for students to experience professional life at the cutting edge of the global conservation community. Gaining experience in the workplace is the most important next step for students aspiring to become biodiversity and conservation professionals, and the work of UNEP-WCMC at the interface between science and policy provides a rich opportunity for experiencing how science is applied to national, regional and global conservation policies within and beyond the United Nations system. We look forward to working with you as you start your careers in biodiversity conservation. ”

Neville Ash, Director, UNEP-WCMC



Roles include

- Hands-on practical conservation
- Policy
- Research
- Technical or engineering development
- Education
- Programme or project management

As the sector is so diverse, it is important to consider early on which type of role you want to prepare for, as this will influence what type of work experience you look for and whether you need to consider further specialisation or study. A good way to explore roles available is to look at job adverts to see what jobs exist, and what employers look for when they recruit. You could use the Careers Service **Vacancies & Opportunities** database for this, as well as specialist resources such as www.environmentjobs.co.uk.

Routes in

Volunteering is a good starting point for careers in this area, either during term time or in the vacations.

For technical roles, further study towards a Masters or a PhD in a relevant area is likely to be necessary.

Get ready

- While you are at Cambridge, engage with the wide range of environmental and conservation related activities happening here. This will give you a taste of the work, and will test your motivation and passion for the issues. Try the CU Wildlife Conservation Society, CU Environmental Consulting Society, Cambridge Climate and Sustainability Forum, Living Laboratory for Sustainability, CU Geographical Society.
- Come to the annual Environment and Conservation Careers and Sustainability Panels (every Lent term) to hear from Cambridge graduates now working in the area.
- The Cambridge Biodiversity Internship Scheme, run by the Careers Service in collaboration with UNEP-WCMC and other leading conservation organisations, places students in internships in the world of biodiversity conservation. For details on how to apply and deadlines, see www.careers.cam.ac.uk/sectors/intdev/CamBiodiversity.asp.

Find out more

- **Career Sectors A–Z online:** Environment
- www.environmentjobs.co.uk
- www.endsjobsearch.co.uk
- www.greenjobs.co.uk

FINANCE: ACCOUNTANCY, ACTUARIAL, INSURANCE, TAXATION

ACCOUNTANCY

Every organisation requires accountants and financial experts: they are vital to the running of every business, so becoming qualified will make you highly employable. Earning potential is good, the opportunities are varied with good progression, and the world will always need experts in this field! Typical professional skills include technical knowledge, problem-solving, analysis, understanding of business and strong communication skills. Naturally you need strong numerical skills, but accountancy attracts graduates from all disciplines, not just maths.

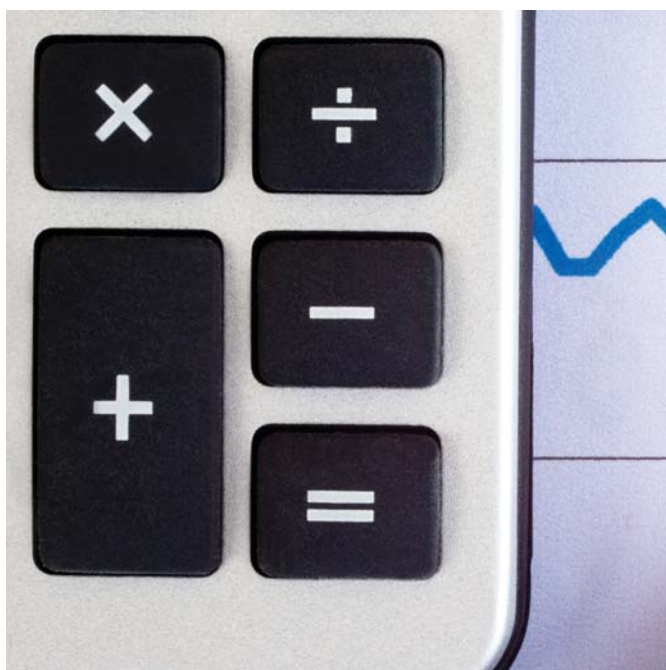
Routes in

To become an accountant you will need to qualify through professional training. These qualifications are typically completed over the course of several years, while working – and being paid!

Many Cambridge graduates entering these professions train with one of the 'Big 4': Deloitte, EY, KPMG or PwC. These are the four largest professional services firms in the world and offer audit, assurance, tax, consulting, advisory, actuarial, corporate finance and legal services. However, smaller to medium sized financial services firms also offer routes in that are worth considering – the qualifications are exactly the same but the lifestyle may suit you better. Companies across many sectors have graduate training programmes in accounting – for example high street retailers, real estate firms and banks.

Before embarking on the process, research the different types of professional qualification offered. The main professional bodies to consider in the UK are the ICAEW (England and Wales), ICAS (Scotland), ACCA, and CIMA. Although most Cambridge graduates embark on the Chartered Accountancy qualification offered by the ICAEW/ICAS, do look at the three other professional qualifications:

- The ACCA (Association of Chartered Certified Accountants) qualification has a strong reputation in the insurance and financial services sector and with smaller firms of chartered accountants, and is recognised worldwide: www.accaglobal.com.
- The CIMA (Chartered Institute of Management Accountants) qualification has a different emphasis, concentrating more on the financial management of a business. It is offered within a large number of industrial, commercial and manufacturing organisations: myjobs.cimaglobal.com.
- The CIPFA (Chartered Institute of Public Finance & Accountancy) qualification is offered largely in the public sector, local and national government, and the health industry, but also in the larger financial services firms who deal with clients in the public sector: www.cipfa.org.



G Get ready

- Aim to engage with the Big 4 companies during Michaelmas term when they give their presentations in Cambridge. Make sure you have worked on your CV in preparation for these networking and information gathering opportunities.
- Although the deadlines for applications can extend into Lent term, you are encouraged to apply as soon as you can make a strong application.
- Look out for first year open days, spring weeks and insight programmes.
- Roles on graduate programmes outside London will be less competitive than the London-based opportunities.

F Find out more

- *Inside Careers Guide to Chartered Accountancy* (available at the Careers Service)

“ If you want to train as an accountant, keep with it. It WILL have dull times but you do get a great qualification at the end and make loads of friends along the way. And remember what a valuable insight into the world of business you are gaining. ”

Cambridge graduate



ACTUARIAL

Actuaries make financial sense of the future by combining modelling and other mathematical techniques with their legal and financial knowledge. They work in complex and technical areas relating to insurance, assurance, pensions, investment management and other products involving financial risk. The profession is well respected and small.

Actuarial consultancies, insurance and assurance companies, major one-stop shop financial services firms, and the Government Actuary's Department all attract Cambridge graduates. When selecting firms there is a range of aspects to consider: the quality of training offered, the support given to trainees in tackling the very demanding professional exams, the range of work and clients involved, as well as the overall strategy and direction of the firm.

Trainee actuaries need a good numerate background, and the most common degree disciplines among the Cambridge students who entered this profession last year were Maths, Physics and Economics – the minimum mathematical entry requirement is A-level Maths. Recruiters look for a combination of technical and mathematical knowledge with a consultancy skill set: good interpersonal skills to deal with clients and their employees; good analytical and problem-solving skills; writing and presenting skills; and team-working ability.

Routes in

Qualification involves a series of tough professional exams, which can take several years to pass. These are completed while working and being paid a salary.

F Find out more

- www.theactuary.com is a good source of news about the profession.
- www.theactuaryjobs.com has job vacancies.

INSURANCE

The UK insurance industry undergoes constant change through mergers and acquisitions, new products and ideas, but it still leads the world. In a very diverse industry, you could be in any one of the UK's major cities, working in some of the UK's largest organisations or for a small team of underwriters at Lloyd's. Your clients could range from members of the public to huge commercial concerns.

Insurance offers a stable, well paid career with ample opportunities to move on and up. In most areas employers tend to prefer students with numerate related degrees; however, there are roles open to graduates of all disciplines. As the industry is becoming increasingly data and technology driven, some firms are looking for students with creative innovative abilities.

Routes in

A variety of graduate schemes are offered, most leading to a professional qualification. Vacancies are regularly posted on **Vacancies & Opportunities** and the larger firms attend our careers events.

F Find out more

- Check the Lloyd's Market Association website www.graduatesatlloyds.com for a description of the Lloyd's insurance market and listings of graduate vacancies that occur throughout the year.
- The industry's professional body, the Chartered Insurance Institute, has a useful careers website www.discoverrisk.co.uk, which lists many different vacancies in a variety of roles in large and small companies throughout the UK. Student membership is available.

“ A lot of my friends went to work in the City. I was attracted by a commercial environment but wanted to give something back. Careers with an ethical focus needn't mean you sacrifice business learning potential. ”

Graduate recruit, Sanctuary Housing charity

TAX

It's all about identifying and evaluating risks. Careers in tax can either be collecting tax (as a tax inspector with HM Revenue and Customs), or advising the people who pay it (as a tax adviser in financial services firms, law firms, banks or any large company, or highly paid individuals). Both routes offer professional qualifications with the Chartered Institute of Taxation, and it is not uncommon for people to “swap sides” during their career.

Taxation work usually involves dealing with, and advising, senior management in client organisations. The work is very knowledge based drawing on law, administration and accountancy; and with complex tax rules and continually changing legislation, continuing professional development is crucial.

Key skills include problem solving, numerical ability and good people skills. Developing strong relationships with your client is key, especially negotiation and communication. There can be exciting global opportunities, so showing a willingness to travel or work overseas may help your application.

F Find out more

- Vacancies can be found on **Vacancies & Opportunities**, through individual firms' websites, and on www.hmrc.gov.uk.



FINANCE: BANKING, INVESTMENT AND MARKETS



This very broad title is used to cover the wide variety of companies, divisions and roles within the investment world of finance. This means looking after money and helping it grow (eg bank accounts and ISAs), giving advice on what to do with it (eg corporate finance or wealth management), or making investments and strategies happen (eg enabling company mergers, or a venture capital firm investing in a new start up, buying and selling shares).

Managing and investing money in this way is done for a wide range of clients: individuals and small companies (retail high street banking, financial advisers), wealthy individuals (wealth management, venture capital), or larger companies and institutions (investment banks, asset management, private equity).

If you are cool under pressure, resourceful, innovative and able to keep a level head in intense situations then this sector could suit you. You will need to keep up to date with economic trends, market conditions and risk management.

BANKING

Retail (or high street) banks offer bank accounts, loans and advisory services to individuals and smaller or local firms. Within larger investment banks, advisory services are more complex and given to large companies, governments and institutions – on how to structure their organisations, and how to raise the finance they need to grow and be profitable. Typical activities include:

- Mergers and acquisitions – buying and selling companies
- Capital markets – raising funds for the company by issuing shares or bonds
- Loan finance – helping firms borrow money from banks or other sources.

Working on these deals as an analyst can bring a huge sense of satisfaction, but requires equal amounts of dedication and perseverance. Within this broad area, there are also some specialist teams and advisers, including private equity (working with companies that are not quoted or traded on the open market) and venture capital (for early-stage companies, often in the tech sector).

Fintech is not to be ignored in this sector – it is one of the fastest growing industries at the moment. Start-ups, not weighed down by legacy IT systems, are creating quick and innovative ways to do financial transactions. (See Information Technology, p47.)

INVESTMENT MANAGEMENT

Asset, wealth or fund managers look after the investments of their clients – who might be pension funds, insurance companies, governments, private trusts or wealthy individuals. They buy and sell shares, bonds and other assets to increase the value of their clients' portfolios. These roles are either in independent companies like Fidelity and Invesco, or divisions of banks like Goldman Sachs Asset Management and HSBC. Specialist smaller firms like hedge funds use short-term complex financial instruments like derivatives to “hedge” risks in the markets.

Starting as an analyst you will analyse companies and markets, and forecast performance. You will need to have self-confidence and credibility to stand by your investment decisions, and for clients to trust your advice – even if the value of the fund is going down. Building relationships with clients and companies is key.



MARKETS

This covers trading in the financial markets (currency, shares, bonds, derivatives) and in commodities (oil, gas, gold, coffee) – anything for which a market exists to balance supply and demand. These transactions happen on busy trading floors where typical roles are in Sales and Trading – usually they will specialise by product, or country location. Trading floors are located in stock exchanges, investment banks, investment management houses, commodity exchanges, and commodity companies like BP and Trafigura.

Traders work in teams with researchers, who gather and analyse the data on which trading decisions are based, and sales people, who advise their clients on potentially profitable trades. The jobs tend to be high risk and high pressure, and your results can be seen immediately in the value you generate. The need for rapid and sophisticated analysis has led to the growth of quantitative roles, requiring advanced mathematical degrees.

You will need to be comfortable with numbers, good at building networks quickly and continuously innovative. A keen eye for technology, and how algorithms are implemented in trading, will show that you are keeping up with the way the markets and trading are developing.

OTHER ROLES

All of the above divisions and roles are supported by important expertise in key areas such as risk analysis, compliance and regulation, internal audit, technology, operations, treasury, accounting (finance) and HR. Many of these roles work side by side with traders, corporate finance, and fund managers, due to the increasing regulations in the markets – blurring the lines of the so-called front office (revenue generating client facing) and back office (behind the scenes).

Routes in

Many of the large investment banks offer spring or insight weeks: 2–5 days visiting the bank and getting to know more about the different divisions.

Securing a successful summer internship as a penultimate year student is very important, which means being ready to apply early in your pre-final year for internships, with evidence *already* on your CV of engagement and knowledge of the sector.

Be aware that the deadlines for graduate jobs happen very early in the autumn, so be ready to hit the graduate job market as soon as you start your final year. For nearly all deadlines the advice is to apply as soon as you can make a strong application.



“ It’s important to have an idea of which aspect of investment banking appeals to you and why. Corporate finance and capital markets are high profile entry routes for graduates, but other areas have grown in prominence: private banking, complex derivatives or structured debt products. Also the “back office” roles in regulatory and compliance now take in significant numbers of graduates in entry-level positions. ”

Economics graduate

G▶ Get ready

- Build the strength of your CV with extra-curricular activities – the higher your achievements and levels of involvement, the more this says about your potential.
- Join relevant societies and participate actively.
- Languages are sought after.
- Ensure your CV shows an interest in the financial markets.
- Read the financial business press and news websites.
- Advanced Excel and some basic accounting skills will be useful.
- Do your research around the sector, roles and companies in order to understand where you might best fit in, and to get to know the jargon!
- See if you can work shadow someone, even just for a few hours – to get a feel for the environment.
- Get in touch with alumni who are working in this sector through Gradlink on the Careers Service website.

F▶ Find out more

- Attend presentations and skills events, particularly the Banking and Finance Event, organised by the Careers Service.
- **Vault Career Insider Library** on the Careers Service website, and books in the Careers Service library
- thegatewayonline.com
- www.insidecareers.co.uk/professions/banking

GENERAL MANAGEMENT

People and projects are the stuff of management. If you have ever organised a party, handed in an essay on time, set up an experiment, edited a magazine, produced a play or coxed a boat (or many of the other things you can do in Cambridge), you've practised management. The skills used are planning, progress chasing, calculating, motivating and evaluating. Good managers are logical planners, accurate listeners, clear explainers and confident delegators. The best are imaginative, strategic, lateral thinkers, with a clear vision of end results and a quality that inspires people to co-operate with them.

Consider the complexity of our society and you will see a whole range of areas in which companies operate. In a single day you probably rely on the smooth operation of companies in many of these sectors:

retail, manufacturing, travel, hospitality, energy, utilities, telecommunications, oil and gas, fashion, chemicals, tourism, pharma, construction, finance, banking, transport, education

General or specialised managers work in all of these organisations, and the public and charity sectors too. As a rule of thumb, the larger the organisation the more specialised the roles of its managers are likely to be. Some of the specialist areas include:

human resources, marketing, sales, logistics, production, finance, IT, legal, communications, operations, R&D, procurement

Routes in

Many companies bring in talented graduates to their graduate training schemes with the view that these will be future leaders. The schemes vary between general management and schemes with a focus on a specific business area, such as human resources. A typical scheme will take two years and will involve several rotations in different departments. There may be professional training included, for example a qualification in project management. After this, you would take on longer term, more complex management jobs, eg managing the organisation's operations or real estate, or managing information services or strategic projects.

It is also possible to work up from entry-level jobs in a specific function such as marketing or finance, often gaining professional qualifications along the way.

G▶ Get ready

- Through your extracurricular activities, develop evidence of your personal effectiveness and impact in areas like team work, organisation and planning, leadership.
- Experience outside of the university environment will show that you can apply these competencies in a work environment. This might be an internship with a graduate employer, but vacation work, eg as a sales or office assistant or helping to run a children's summer camp, will also demonstrate this.
- Attend the careers events and presentations in Michaelmas and Lent terms to learn more about opportunities in organisations recruiting Cambridge students.



F▶ Find out more

- Search the archive of the last two years of job adverts on **Vacancies & Opportunities** under 'Management general'
- Attend the Annual Graduate Schemes and Internships Event in October organised by the Careers Service.
- Listen to the podcast of our annual briefing on graduate training schemes.

HEALTH AND SOCIAL CARE



HEALTH

Healthcare offers challenging work in which it is possible to make a real difference to people's lives. There are a wide range of options in the field of health and even if you haven't chosen a healthcare option for your first degree, there are routes into retraining and starting a career in this area.

In human health, the most well-known roles are doctor, dentist, nurse (including mental health) and midwife. However, there are many other professional roles to consider if health is an area that interests you, including but not limited to: dietitian, physiotherapist, clinical psychologist, occupational therapist, and speech and language therapist. In addition there are managerial and scientific roles within the healthcare sector. All these jobs will vary in terms of the types of patients, the amount of time with patients, the working environment, the training required, salaries and promotion prospects.

Routes in

The NHS has a thorough careers website which details the range of options (including its Management Training Scheme and Scientist Training Programme) with information on what the jobs are like, the entry requirements and training. It is worth noting that medicine, dentistry and veterinary medicine provide four-year graduate entry programmes as well as the longer five-year undergraduate courses. Accelerated courses for graduates also exist in nursing and some of the therapies.

“ One of the big attractions of medicine for me was that it offers incredible flexibility, both in terms of the broad range of specialisms, and also in terms of the opportunity to combine clinical practice with research and management opportunities. ”

Classics MPhil, now studying graduate entry medicine

SOCIAL CARE

Social workers work with individuals and families to help improve outcomes in their lives. This may be helping to protect vulnerable people from harm or abuse, or supporting people to live independently. Social workers often work in multi-disciplinary teams alongside health and education professionals. Most specialise in working with either children/families or adults, and some may develop specialisms, eg in education or mental health. They work for a variety of organisations including local authorities, NHS Trusts, or in the voluntary or private sector.

Social workers need to be able to manage their time effectively, as workloads can be heavy, and they need to have excellent communication skills. The work can be emotionally demanding, so social workers need to be resilient and able to get support for themselves when needed.



“ My work so far has consisted of supporting children in need, and offering help to families to overcome particular issues that are detrimentally impacting upon the welfare of the child. ”

Law graduate, now on the Frontline graduate scheme

Routes in

To be a practising social worker, you must be registered with one of the four UK regulators. To qualify for registration if you have not studied social work at undergraduate level, you can complete a two-year postgraduate course which includes practical placements. Alternatively, there are three fast-track routes for graduates who have obtained a 2.1 or above, which recruit annually. They offer paid on-the-job training combined with academic study, leading to qualified social worker status:

- Frontline – focused on social work with children in local authorities in Greater London and the South East, North West, North East and West Midlands
- Think Ahead – focused on mental health social work with adults in NHS Trusts and local authorities across England
- Step-up to Social Work – a 14-month fully funded study/placement postgraduate degree with placement across Yorkshire and Humber. Also requires a 2.1, but a 2.2 with a Masters degree is acceptable. Career changers are particularly welcome on this Department for Education supported scheme.

“ To prepare for a place on a DClinPsy course, gain paid or voluntary NHS experience working with people of any age who have a mental health component to their problem, and work your way towards gaining a paid Assistant Psychologist post working in a team with qualified clinical psychologists. ”

History of Art graduate, now a Clinical Psychologist

G▶ Get ready

- For health or social care roles, strong people skills and an awareness of relevant issues are essential. Ideas for volunteering include hospitals, nursing homes, mental health helplines, homeless shelters or working with underprivileged children. By volunteering you will find out if the work is right for you and demonstrate motivation to future employers.
- For some areas of healthcare, such as clinical psychology, extensive work experience prior to application will be required to be competitive for courses.

F▶ Find out more

- **Career Sectors A–Z online:** Health and social care
- NHS careers website www.healthcareers.nhs.uk
- British Psychological Society www.bps.org.uk

INFORMATION TECHNOLOGY



Information technology (IT) is the employment area where demand for candidates most clearly outstrips supply. This means that the field is wide open to you if you either have the right skills already, or have an interest in technology and the inclination to learn.

IT professionals are employed by nearly every organisation and the roles available in the sector are varied: from highly technical positions for which you would need a computer science background, such as software development, to less technical positions such as business analyst, technical support, consultancy, user experience and project management. In addition to obvious IT employers such as Google, Apple and Microsoft, there are many opportunities in finance, retail, media and start-ups.

For all positions, including technical ones, it's important to be able to demonstrate the transferable skills companies look for, such as commercial awareness, teamwork, communication, planning and organisation, and motivation.

Work in this sector is fast-paced and requires constant learning to keep up with technology developments. Some of the attractions include good salaries and informal working environments.

Data science is a newly emerging field, linked to IT and operational research. It crosses all sectors of the private, public and third sectors, helping organisations understand their data better and provide analysis, predictions and correlations that can influence strategy and operations. A highly quantitative background, and often a postgraduate degree, are required.

Routes in

There are many graduate entry programmes and vacation work opportunities available – look at **Vacancies & Opportunities** on the Careers Service website.

Direct entry into some jobs is possible if you come from a non-technical background. There are many intensive courses, as well as Masters programmes that don't require a specific degree discipline and will teach you the technical skills you need.

“ You don't need a background in Computer Science or Maths to be a good coder: you just need a drive to solve problems and learn new things. And the jobs are plentiful. ”

Oriental Studies (now AMES) graduate, now a software developer

G▶ Get ready

- This sector rewards people who self-develop. There are numerous online courses in programming to get you started and many of them are free. Even if you are studying computer science, taking the initiative to develop your own projects outside of your course will make you stand out from other candidates on the job market.

F▶ Find out more

- Annual Engineering, Science and Technology two-day Cambridge University careers fair every November
- **Career Sectors A–Z online:** IT and technology – includes information on data science
- TARGETjobs *IT & Technology* (available at the Careers Service)

INTERNATIONAL DEVELOPMENT

International development concerns efforts to reduce poverty and inequality and improve well-being in the world's poorest countries, usually according to the UN Human Development Index. Humanitarian aid and disaster relief provide short-term fixes; international development aims to be long-term and sustainable. Solving problems on this scale is a huge challenge and requires individuals with passion, energy, drive and commitment. Despite, or perhaps because of, the challenges, the sector moves quickly and can appear chaotic, with few graduate schemes and many jobs that come up on an ad hoc basis.

Organisations involved with international development include governments, international organisations such as the UN, non-governmental organisations (NGOs) such as Oxfam, think tanks, research institutes and consultancies.

The types of jobs in the sector are similarly varied. As well as project or programme managers who implement projects in the field, international development organisations need fundraisers, campaigning experts, researchers and policy advisers. They also need all the support roles that most organisations need such as human resources, finance, IT and communications experts.

“ We work on supporting our responses around the world with mobilisation of people, money and resources. What I didn't realise as an undergraduate is that the skill set is really important. I focussed on the context I wanted to work in, gender issues etc. The context is important but it's also important to think about what you want to do day to day – such as financial management, project management – and build those skills. ”

PPS (now HSPS) graduate, now working for Save the Children, UK





Routes in

International development does not have one single route in. Finding a way into the sector requires commitment and persistence. You will need to use your initiative and seek out opportunities. Some considerations are:

- Spend time in a developing country. There is no substitute for this and it is highly valued by international development organisations. Your initial experiences are likely to be voluntary and you may need to earn money or fundraise to enable it to happen.
- Volunteer for organisations in the sector. Volunteering at head office gives you a chance to learn and show motivation, and if you impress people, it could lead to paid work.
- Gain work-related skills through vacation work or volunteering. Even straightforward office skills gained from temp work will make you more useful and therefore more employable. Use these skills to get non-graduate roles such as data entry, admin and helpdesk work. This way you will learn about how organisations work and build a network.
- For some roles in international development, technical skills are required, for example in public health or engineering. This requires long-term career planning.
- Developing professional expertise outside the sector, eg in human resources, communications or fundraising, and then transferring in, will enable you to bring valuable skills into the sector.
- Masters courses are available in international development and related areas. Be aware that a Masters course won't be a shortcut to a career in this area – all the above advice still applies.

Get ready

- Engage with relevant student societies. This will enable you to learn and engage with the issues as well as network with like-minded students.
- Languages can be especially useful in this sector, particularly French, Arabic and Spanish.

Find out more

- **Career Sectors A–Z online:** International Development for tips on where to look for volunteering.
- Sign up to the “International Development” category on our CamCareers email service to hear about news and opportunities.
- Come to the annual International Development careers panel organised by the Careers Service to hear advice from alumni working in the sector.
- Attend the annual Work to Change the World Careers event which happens in Lent term each year.

LAW AND PATENT WORK

LAW

Human rights groups, governments, charities, banks, oil companies – all organisations (and most individuals) at some time need to employ lawyers, who work in sets of barristers' chambers, firms of solicitors and in-house legal departments of organisations.

Lawyers advise and represent clients, whether a government restructuring its foreign debt, a company forming a subsidiary, Mr Smith getting custody of his children or Mrs Jones setting up an educational trust for hers. The range of types of interaction with people and of subject matter is enormous.

There are two branches of the profession: barristers and solicitors. Essential skills for both are research ability, organisational and communication skills and engagement with clients' interests.

Routes in

To secure training and funding you should aim for a 2.1 or better, and you will need some relevant (ideally legal) work experience, which is readily available.

If you have not studied law as a first degree you can do a one-year conversion course after you graduate (CPE/GDL) to “catch up” with law graduates.

Intending lawyers then complete a barristers' or solicitors' vocational course (BPTC or LPC), each of which is generally one year in duration. There are now some variations in course structure/length for solicitors, and for both professions there are part-time, longer duration course options. Both professions complete their qualification with a period of on-the-job training known as a pupillage for barristers (minimum one year) or a training contract for solicitors (minimum two years).

Some scholarships are available for intending barristers from the Inns of Court, and some funding from employers for intending solicitors, but becoming a lawyer outside the corporate and commercial sectors, eg for human rights specialists, can be expensive.

“ Chambers receive hundreds of near-identical pupillage applications every year. If you've done something unusual, or you went the extra mile in your work or play, you will pique the reviewer's interest and more than likely they will invite you to interview to hear more about it! ”

NatSci graduate, currently a 2nd 6 pupil at a criminal defence barrister's chambers



Be warned, a job at the end of training is not guaranteed. The majority of barristers are self-employed, whereas solicitors are mainly employed. While six-figure incomes are obtainable in both professions, a barrister's income is less predictable and regular, especially early on. Many young barristers are hard-up. There is strong competition for the well rewarded positions, and getting a tenancy (a permanent place in a set of chambers) is very tough. You must be prepared to network, and the Bar is very amenable to this form of career building.

Get ready

- There are early, frequent and varied opportunities to meet firms. Engage with these opportunities by the start of your second year as an undergraduate. There are some information events and work experience opportunities available to first years as well.
- Join college or university law societies.
- To become a barrister practise debating and mooting.
- To become a solicitor, take on positions of responsibility such as a society treasurer or secretary.

Find out more

- A wealth of starter information including paid work experience listings at **Career Sectors A-Z online: Law**
- **Vault Career Insider Library** on the Careers Service website and books in the Careers Service library



PATENT WORK AND TRADEMARKS

Individuals or organisations that have made a big investment in research and development do not want competitors exploiting their inventions, be it a new type of vacuum cleaner or a novel gene construct. One way to protect such intellectual property is to patent it. Similarly, distinctive logos, slogans etc need protecting, and this can be done by applying for a trademark. Graduates or postgraduates in science or engineering can train to become patent agents (also called patent attorneys) in professional partnerships, or as patent examiners, working in the public sector. A patent agent describes scientific discoveries or technologies; an examiner grants a patent if something novel has been described. In addition to these professions, a number of solicitors and a few barristers also specialise in the field of intellectual property, for example in IP litigation, or work in connection with the sale or licensing of IP rights.

Because the description of trademarks need not be technical in nature, graduates from any discipline can train to become trademark agents.

Successful candidates for these professions will need an eye for detail and good writing skills. Additional languages are highly desirable.

Routes in

In the UK, trainees study for their professional qualifications while they are working. Outside the UK, the relevant professional body should be able to advise. Note: patent and trademark work vacancies on the Careers Service website are categorised as “Legal”.

“ Coming to the end of an engineering degree, I wanted to stay involved in a variety of technical fields rather than focus on one, work on a variety of challenging problems, and use my soft skills in combination with my engineering knowledge. Patent law proved to be a great fit. ”

Engineering graduate, now training to be a patent attorney

F Find out more

- The Chartered Institute of Patent Attorneys www.cipa.org.uk
- The Chartered Institute of Trade Mark Attorneys www.citma.org.uk
- www.ipcareers.co.uk

MANAGEMENT CONSULTING



Management consultancy firms are hired to offer advice to their clients on specific projects. Clients may be corporations, governments, public sector organisations, charities etc. Within the firm a team will be assembled to work on a project and build a detailed picture of the problem in order to develop recommendations to offer to the client as a solution. This is completed to a deadline agreed with the client.

The work of a management consultant involves analytical, problem-solving and communication skills as well as team work. Typically the hours are long and extensive periods working away from home may be required. Salaries are good and, as an individual consultant works on a variety of projects, over time they will build strong networks and awareness of how different industries or sectors work. This can then lead to opportunities later on in a career.

There are a variety of consultancy firms that specialise in different areas. For example they may focus on strategy, process/operations, IT, economics, engineering and environment or other areas. For specialist consultancies, such as economic or environmental, specific domain knowledge may be required. However, many strategic or process/operational consultancies recruit graduates from first degrees in any discipline, and many are also interested in candidates with postgraduate degrees.

Routes in

- There are a limited number of consulting internships available. They are worth looking for, but if you don't get one, find other work experience relevant to the type of consulting firm you are interested in.
- Entry is by the consultancy graduate schemes, some with application deadlines as early as October or November each year.
- The recruitment processes are long and complex and require a lot of preparation. In particular you will need to be well prepared for case study interviews. See the Careers Service website for resources to help you prepare for case studies.

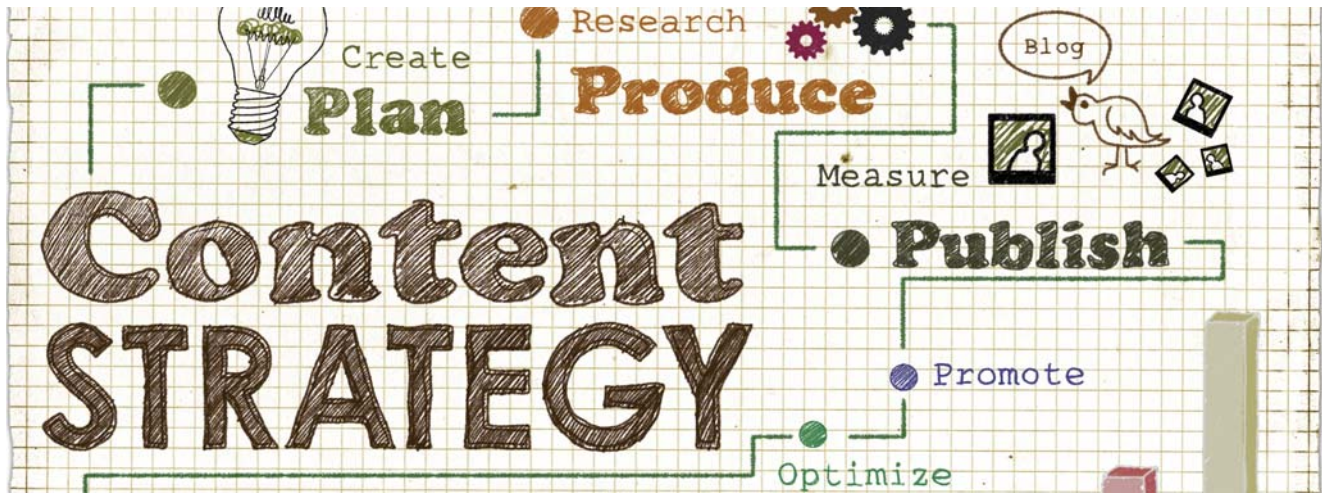
G▶ Get ready

- To be competitive for consultancy jobs you will need to perform to a very high level in your academic work and also excel in your extracurricular activities. You will also need to demonstrate strong motivation and knowledge of the sector.
- Join relevant student societies such as Cambridge Consulting Society, or consider projects with the Cambridge Consulting Network or 180 Degrees Consulting.
- The consultancy sector recruits in small numbers and competition for jobs is fierce. Every student applying for management consultancy should have a strong back-up plan. Deadlines for your back-up plan may be around the same time as those in consultancy, so you can't wait until you hear back from the consultancies before applying for other jobs – be prepared to apply for both at once.
- Many consultancies come to Cambridge in Michaelmas Term each year to give presentations. Sign up for our CamCareers emails and select 'consultancy' to be alerted to these presentations. Also, don't miss the annual Consultancy Careers Event in early Michaelmas each year.

F▶ Find out more

- **Career Sectors A–Z online:** Consultancy
- *Vault Career Guide to Consulting* (available at the Careers Service)
- *Inside Careers – Management Consultancy* (available at the Careers Service)
- *TARGETjobs Consulting* (available at the Careers Service)

MARKETING, ADVERTISING AND PR



MARKETING

Marketing is all about communicating the value of a product or service to potential customers. It is a vital element of commercial success; in fact companies usually put as much as 5–10% of their profits into marketing alone. Charities and the public sector also engage in marketing. It includes advertising, promotions, market research, content creation and the use of social media. It is both creative and analytical.

You may be employed by a company or organisation in their marketing team, or you may be working in a marketing communications agency for clients. Since all organisations require marketing expertise, you could combine a career in marketing with another area of interest such as science, healthcare, charity, arts or fashion, by developing a marketing career in that sector.

Routes in

Either through a graduate scheme or directly into an entry-level role. Working in sales first can be a good route into marketing. Sales vacancies (which appear all year round) always outnumber marketing vacancies.

G▶ Get ready

- Become aware of brands, how they differentiate themselves and how they attract customers.
- Get involved in marketing-type tasks connected to student societies or other extracurricular activities.
- Develop your commercial awareness and client relationship skills.

F▶ Find out more

- www.futurerising.com
- The Institute of Direct and Digital Marketing www.theidm.com
- *Marketing Week*

ADVERTISING

Adverts are used, often by brands, to persuade people to take (or not take) some action – perhaps to buy, sell, join, or visit. UK advertising is a thriving industry, the second most awarded for creativity in the world. Adverts are created by an advertising agency hired by the brand and delivered via many channels – TV, radio, magazines, online banners etc. Agencies range from small (50 or fewer employees) to large (over 250 employees). They employ people to liaise with the client (account managers), plan, research, create and produce. Graduates of any degree discipline are recruited into the business side of the industry. Creatives usually work in teams (an art director and a copywriter) and are recruited from art school or a relevant training course.

A growth area in recent years is the number of people with tech skills employed by advertising agencies to work on user experience, app building and web or mobile development. The average age of people in the advertising industry is 34 so you'll be in a young, fast-paced, creative environment with a strong commercial focus. Those with data science skills are in demand as the entire industry is underpinned by data to analyse and evaluate campaigns.

Routes in

Entry is by graduate schemes or directly into entry-level jobs.

G▶ Get ready

- Develop your organisational, time management and people skills.
- Learn about the advertising industry and critically analyse adverts that you see.

F▶ Find out more

- www.futurerising.com
- Institute of Practitioners in Advertising www.ipa.co.uk



MARKET RESEARCH

Market research, sometimes called “marketing insight”, is the process of gathering and analysing information about a particular group of customers, market sectors, or people’s opinion on a particular issue. The objective is often to find out what people think, believe, need, want or do. Businesses, the public sector and charities use it to help them make more informed decisions. This might be about whether to launch a new product and what to charge for it, or to test the effectiveness of an advert, or to measure employee satisfaction, or to understand public opinion. Market researchers may work in-house or for an agency. They use two main categories of research techniques: quantitative, to generate statistics; and qualitative, to explore attitudes and behaviour. Market researchers design research projects, create surveys, interview people, write reports and analyse data. For large projects they organise nationwide teams to conduct interviews. Market researchers need to be interested in people and behaviour, and to have good analytical skills and numerical competence.

Routes in

Studying a degree in the social sciences will give you the most relevant skills, but this is not essential. Some paid internships and vacation work are available, and are one way to find out if the work is right for you. You could also design your own market research project, eg to find out what type of events freshers in your college attend, or the attitudes of staff and students to food wastage.

F Find out more

- Market Research Society www.mrs.org.uk – for guides to careers, networking opportunities and internships/work placements
- Association of Qualitative Research www.aqr.org.uk
- The Research Buyer’s Guide www.theresearchbuyersguide.com is a list of professionally accredited market research providers – a useful tool to identify organisations that appeal to you.

PUBLIC RELATIONS (PR)

PR is about managing and enhancing reputations, and many organisations are concerned about this. If you are a confident, sociable, highly organised self-starter with an eye for detail and enjoy the thought of liaising with clients, negotiating with the media, writing press releases and reports, and organising functions and publicity campaigns, PR could interest you.

Routes in

There are only a few graduate training schemes, but many PR agencies advertise vacancies throughout the year and many accept speculative applications. It’s also possible to get work experience in agencies.



F Find out more

- www.futurerising.com
- Chartered Institute of Public Relations www.cipr.co.uk

MEDIA



In the media (journalism, TV, radio, film, the internet, video games) you will find fast-paced environments with a creative buzz. The sector is constantly changing with the digital landscape, and to be successful you will need versatility as well as confidence, enthusiasm and the ability to build good relationships with people from all walks of life. On the downside, it can be challenging to deal with short-term contracts and the competition to break in. Despite the competition, every year Cambridge graduates do find ways in – and those who are GradLinks can tell you how they did it. Jobs include presenting, producing, commissioning, researching, writing, directing, editing and technical roles. Don't overlook the management side of media, which can be better paid – some big media groups run graduate business training schemes where you may be trained for business development, legal, sales or marketing roles.

JOURNALISM

Journalists work in newspapers, magazines, broadcast (TV, radio) and online. The heart of journalism is finding, recognising and telling a good story. To be successful you will need curiosity, initiative, self-motivation and the ability to work fast to deadlines. Journalists may be employed or freelance. As well as the more traditional journalist skills, multimedia skills such as film-making and social media/web content management are increasingly valuable.

Careers in the Creative Industries Event

Every Lent term, meet employers and journalists.

Routes in

Ways in are varied and can include postgraduate training on one-year or shorter courses (these are invaluable for work placements and contacts, but funding is scarce); traineeships with newspaper and magazine groups (very few available); persuading an employer to take you on (eg a radio station); or gaining experience in another field first (eg finance, business or science) and then using your expertise as a way into journalism.

Work experience, mostly unpaid, is essential and is often the way to your first paid job.

Get ready

- Start getting experience as early as possible. There are lots of opportunities at university to get involved in student journalism. Look outside the university too; there are opportunities in local/community journalism and online.
- Make contacts within the media whenever you can. Networking is an essential skill for journalists (and can be learned!), but if you really hate this idea, journalism might not be the right choice for you.

Find out more

- Regular speakers, sometimes at short notice, throughout the year. Find out by signing up to "media" updates on CamCareers emails.
- National Council for the Training of Journalists www.nctj.com
- www.journalism.co.uk
- www.holdthefrontpage.co.uk

RADIO AND TELEVISION

A tough sector which is subject to volatile shifts in structure and technology – shake-ups at the BBC, mergers among independent production companies, TV on phones and tablets, podcasting... Long-term contracts have almost disappeared, and new entrants compete for work with a surplus of experienced freelancers.

Routes in

The way to build up a credible CV for radio and television is to start getting practical, hands-on, media-related experience as soon as you can: join university media societies, direct plays, pick up technical skills, work in hospital radio, be a DJ, write for local newspapers.

Training opportunities in independent production companies are rare and graduates usually find jobs (for example as runners or researchers) only after an initial period of work experience, normally unpaid.

G▶ Get ready

- Pay attention to TV and radio, not just the programmes you naturally find interesting, but more broadly. Be curious and think about what works for different audiences, different times of day etc.
- Watch websites and Twitter feeds, eg BBC, as some opportunities are only posted on social media.
- Avoid purely theoretical “media” courses – the industry is scathing about them.

“ Watch lots of TV in genres you want to work in and keep notes, to help you form opinions. Know what kind of shows/ content/approaches you like and who makes them. Use this to work on some ideas, and write these down too: it’s good practice. And keep in touch with people – persistence pays, as long as you are considerate. ”

Cambridge graduate, now a TV researcher



F▶ Find out more

- Look for runner jobs at Production Base www.productionbase.co.uk.
- Podcasts on the Careers Service website include “CVs for TV/radio/film runner jobs” and “Getting into TV and the creative industries” – see **Career Sectors A–Z: Media**.

FILM

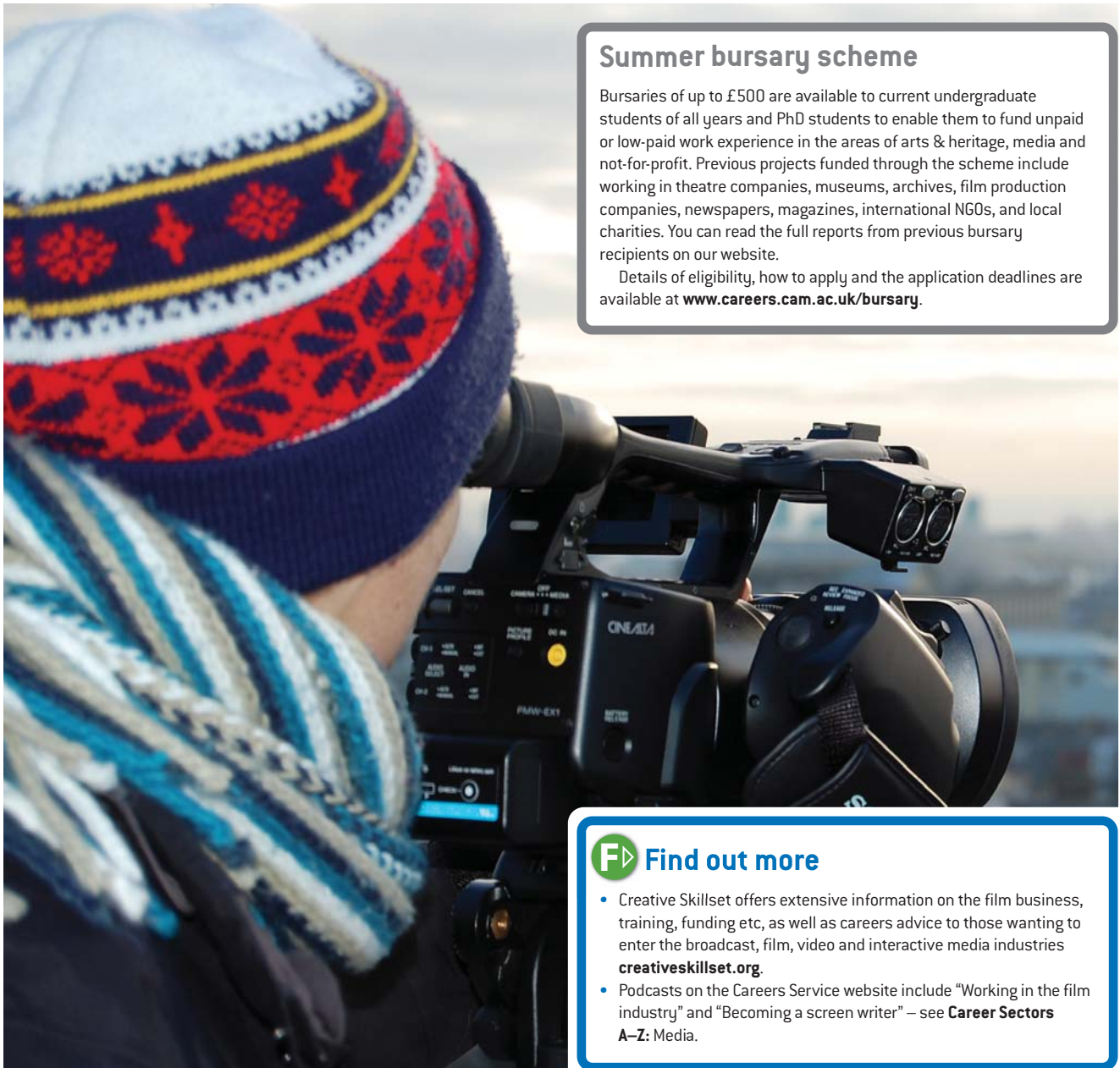
The UK film and video sector employs 50,000 people – nearly all freelance – and is the most successful in the world outside the USA. However, to get in and make progress you need steely perseverance, luck, talent and a passion for film. You need a certain amount of experience to get into film school, and some graduates work for several years, eg in theatre or television, before applying. Cambridge graduates have recently successfully completed courses at the National Film and Television School, London Film Academy and UCLA.

Routes in

- Take every opportunity while still a student to be involved in amateur filmmaking: writing, directing, acting, behind the camera, editing. Join film societies; enter competitions; try for work experience; script read as a volunteer at festivals (eg the Edinburgh International Film Festival or Cambridge Film Festival).
- Help other aspiring filmmakers – see shootingpeople.org for opportunities. Apply for the short annual summer course in Edinburgh run by The Network (www.thetvfestival.com/talent-schemes/the-network).

“ ‘Show me all the films you’ve made,’ is my answer to ‘I want to be a director.’ And to ‘I want to be a scriptwriter’ – ‘show me your screenplays, outlines, novels.’ Get out of your head the idea that someone gives you permission to get into this industry. Get on and do it. ”

Film producer and keynote speaker at a Skillset training day



Summer bursary scheme

Bursaries of up to £500 are available to current undergraduate students of all years and PhD students to enable them to fund unpaid or low-paid work experience in the areas of arts & heritage, media and not-for-profit. Previous projects funded through the scheme include working in theatre companies, museums, archives, film production companies, newspapers, magazines, international NGOs, and local charities. You can read the full reports from previous bursary recipients on our website.

Details of eligibility, how to apply and the application deadlines are available at www.careers.cam.ac.uk/bursary.

F Find out more

- Creative Skillset offers extensive information on the film business, training, funding etc, as well as careers advice to those wanting to enter the broadcast, film, video and interactive media industries creativeskillset.org
- Podcasts on the Careers Service website include “Working in the film industry” and “Becoming a screen writer” – see **Career Sectors A–Z: Media**.

POLICE, SECURITY AND ARMED FORCES



ARMED FORCES

Cambridge has a long tradition of students joining the armed services: many were involved in their school's cadet force before coming to Cambridge, and the military life was already in their blood. Now a growing number of students only begin to consider a career in the forces towards the end of their studies at Cambridge.

Routes in

- The Army, Royal Navy and Royal Air Force tend to recruit all year round.
- The Reservists are actively recruiting, allowing you to follow two different careers simultaneously.
- The three forces are also interested in those wishing to make a career change, after working for two or three years in a completely different occupation.

G Get ready

- If you are in your first 18 months at Cambridge, consider joining the CU Royal Navy Unit, the CU Air Squadron or the CU Officers' Training Corps. All three provide an introduction to their service and to military life, offer excellent adventure training and some travel, and you are placed under no obligation to join their service on graduation.

F Find out more

- www.army.mod.uk
- www.raf.mod.uk
- www.royalnavy.mod.uk
- GradLink

“ The challenges – physical, intellectual and emotional – are remarkable. In the course of my career I have been stretched to my limits in all three areas. But the training I have received, which is second to none, has given me the tools to meet these challenges head on, especially in the cauldron of operations. The relationships you forge in training and on operations have a depth to them which is unmatched in any other walk of life. They are unbreakable and last a lifetime. ”

POLIS MPhil Student/Officer in the Rifles

THE POLICE

The UK police forces offer a variety of career possibilities for graduates, with different entry points leading to managerial positions and/or specialisms within law enforcement. There are 43 different Home Office Police Forces in England and Wales, each of which is a separate employer, covering a different geographic area. Forces vary in size from the Metropolitan Police Service (47,000 employees) to a small county force (around 2,600 employees). There are two different career paths available: sworn officer and police staff. Sworn officers have the full powers of a police officer and learn their profession during a two-year probationary period comprising desk and practical training and street duties. Around a third of new appointments of sworn officers are graduates. Police staff are civilians employed in support functions. They undertake particular duties such as intelligence analyst, crime analyst, crime scene examiner, forensic IT officer or finance officer, many of which are de facto graduate-level posts.

Routes in

- Apply directly to vacancies advertised by the forces that you are interested in. See www.police.uk/forces for links to all the UK police force websites.
- Several forces have combined to offer the 'Police Now' graduate leadership programme: www.policenow.org.uk.



G Get ready

- Pre-entry experience is not essential, although any work with individuals or groups in the community, such as sports coaching or working with youth groups, will help you develop useful skills.

F Find out more

- www.skillsforjustice-cp.com gives an overview of the career pathways and roles in policing.



THE INTELLIGENCE SERVICES

In addition to the police and armed forces, other UK agencies are the Security Service (MI5), GCHQ and the Secret Intelligence Service (MI6). The Security Service is responsible for protecting the country against covertly organised threats to national security, including terrorism, espionage and proliferation of weapons of mass destruction. GCHQ has two missions: intelligence signalling and information assurance, keeping government communication and information systems safe and secure. The Secret Intelligence Service operates worldwide to provide the British government with a global covert capability to promote and defend the national security and economic wellbeing of the UK.

Routes in

Graduates are recruited by all three organisations into generalist and a range of specialist roles that are described on their respective websites; linguists are especially sought after. Candidates must be British citizens and apply directly for advertised positions via the websites; selection processes are open.

F Find out more

- www.mi5.gov.uk
- www.gchq.gov.uk
- www.sis.gov.uk

WORKING WITH OFFENDERS

The National Offender Management Service (NOMS) is an Executive Agency of the Ministry of Justice. It is accountable for how prisons are run (HM Prison Service), and oversees probation (National Probation Service or NPS) delivery in England and Wales. The NPS manages high risk cases and oversees 21 private sector Community Rehabilitation Companies that manage low and medium-risk offenders. Opportunities to work with those at risk of offending, ex-offenders and offenders also arise in a number of charities and campaigning organisations. These include the National Association for the Care and Resettlement of Offenders (NACRO) and the Howard League for Penal Reform.

Routes in

Prison Service

- ‘Unlocked’ is a new two-year leadership development programme aiming to attract high-calibre graduate talent to work in the UK prison service.
- NOMS regularly advertises vacancies for Prison Officers and Facilitators. The latter usually work on rehabilitation programmes within a prison.

Probation Service (working in prisons, the courts and the community)

- Apply to join the NPS as a Probation Services Officer, and work while completing a 15-month Professional Qualification in Probation (PQiP) to qualify to apply for a Probation Officer role.
- Join one of the Community Rehabilitation Companies as a probation services officer. Your employer may support you after you gain experience and any pre-requisite qualifications needed to apply for, and if successful, complete the PQiP.



F Find out more

- unlockedgrads.org.uk
- www.traintobeaprobationofficer.com
- www.gov.uk/government/organisations/ministry-of-justice/about/recruitment

English graduate 2017, about to start the Unlocked graduate scheme

What attracted you to a career in this area?

Unlocked's combination of work and practical study appealed, with the combination of gaining a Masters degree and the prison job. After spending three years at university talking about social justice, Unlocked offered a practical opportunity to make myself useful and play a part in improving British society.

What is the one piece of advice you would give to a graduate to prepare for a job in this area?

Get experience in almost anything, although charity/public sector experience that reflects your values is useful. At interview I talked about doing theatre in Cambridge, access work in college and a summer internship at Barnardo's. Make sure you have things to say if you're asked about "challenging situations" and "leadership".

How would you advise a student to approach the selection processes?

Show enthusiasm and optimism. The prison sector is having a tough time at the moment, but Unlocked graduates hopefully will provide youthful energy and new ideas. While some prior research about prisons is useful, you're not expected to have any specialist knowledge. However, passion and energy are essential.

The screenshot shows the Unlocked website interface. At the top, there's a navigation bar with 'HOME', 'ABOUT', 'PROGRAMME', 'PEOPLE', and 'OPPORTUNITIES'. A large testimonial from Sir Martin Sorrell, CEO of WPP, is featured: "AN INCREDIBLY CHALLENGING LEADERSHIP PROGRAMME... SIR MARTIN SORRELL, CEO OF WPP". Below this is a 'LEARN MORE' button. Further down, there are three main sections: 'RECEIVE UNLOCKED UPDATES' with a 'SIGN UP' button, 'IT'S WHAT HAPPENS ON THE INSIDE THAT COUNTS' with a play button, and 'READ THEIR STORY' with a 'READ THEIR STORY' button. At the bottom, a paragraph states: "You'll acquire valued and transferable leadership skills, and a master's degree, and at the same time you'll help prisoners to turn their lives around. Being an effective prison officer is about leading change by motivating, protecting and educating some of society's most challenging and vulnerable people."

POLITICS AND POLICY

If you are interested in the political process, or want to actively influence public policy, you might want to investigate working for an MP/MEP or political party, a think tank, a campaigning organisation, or a public affairs consultancy. There is more information about all of these on the Careers Service website in the **Careers Sectors A–Z** pages.

If your core interest is in developing or implementing public policy or working within government institutions, you could explore career options in the public sector, eg Civil Service, local government, a regulator such as OFCOM, or an EU institution.

POLITICS

A career in politics could involve working for a political party, a think tank, a trade union or campaigning organisation, or standing as a candidate for election as a councillor or even MP. A possible starting point is to join a political party and get involved with campaigning at a grassroots level. This can give a valuable perspective and set of experiences for a political career. Bear in mind that it is also possible to enter politics at a later stage of life after gaining experience in another profession such as teaching, science or law. You may also wish to do some work experience with an MP, at the constituency level or in parliament. This should give you the opportunity to see how the political processes work and to network. A useful resource for those interested in working for an MP and political careers in general is: www.w4mp.org.



“ When applying, analyse the job description for the position: all the key words are there. Tailor your CV/cover letter to it: how have you gained these particular competencies? Think about the organisation’s context: what challenges do you think it will face in 5–10 years? This is likely to come up in interviews. ”

MPhil International Relations, now Political Officer, Euro-Atlantic & Global Partners Section, Division of Political Affairs and Security Policy, NATO

CIVIL SERVICE

The UK Civil Service is made up of the central government organisations that help government ministers to develop and deliver government policies. It is organised into:

- Departments, which help formulate policy and check it is implemented correctly. These include the Treasury, the Foreign and Commonwealth Office, the Department for Education, the Department for Work and Pensions.
- Agencies, which implement policies and deliver services. These include MI5, Jobcentre Plus.

The Civil Service is non-political – it is there to serve the government of the day, whichever political party is in power. It employs 400,000 people in the UK, of which around 20% are in London. As well as making a contribution to running and improving our society, a career in the Civil Service offers career development, and a good work-life balance. For an up-to-date list of departments, agencies and non-departmental public bodies see www.gov.uk. Non-departmental public bodies include regulators such as the Financial Conduct Authority and Ofgem, but also organisations as diverse as Natural England, the Met Office and the British Council.

Routes in

- The best known entry route is through one of the Fast Streams. Graduates are recruited through a competitive selection process and enter a development programme which enables fast progression in their career. As well as the generalist Fast Stream there are several specialist Fast Streams, some requiring specific degree disciplines, eg for economists, social researchers, scientists and engineers. Other specialist Fast Streams are open to all disciplines, eg Houses of Parliament, Diplomatic Service, Finance, and HR. For more information see www.faststream.gov.uk.
- Many entry routes exist outside the Fast Streams. Individual departments recruit directly, either into specific roles or into their own graduate entry schemes, eg Government Legal Service, and HM Treasury. These are often advertised on **Vacancies & Opportunities** and at www.civilservicejobs.service.gov.uk.
- Internships are rare in the Civil Service, but there are two Diversity Internship Programmes which aim to encourage diversity in the Civil Service:
 - Early Diversity Internship Programme: for students in their first year of study; open to students who are black, Asian and minority ethnic; social or economically disadvantaged.
 - Summer Diversity Internship Programme: for students in their final year of study; open to students who are black, Asian and minority ethnic; social or economically disadvantaged; or disabled.

Get ready

- The Civil Service recruits on a “competency” model. This means that it is looking for evidence that candidates have successfully demonstrated particular skills and abilities in the past. For students these could have been gained through vacation work, volunteering, student societies, sport etc. To prepare for applying to the Civil Service, read through the Civil Service Competency Framework to understand what they are looking for. Then find ways to get actively involved in activities in which you can have a personal impact and demonstrate these competencies.

“ I was attracted to the Civil Service by the prospect of variety and working on issues about which I am passionate; it has not disappointed! The Fast Stream offers opportunities to work across Departments and issues. It is not a cliché to say there is no such thing as a typical day.

To prepare for a job on the Fast Stream I would focus on developing the Civil Service competencies. It is your competence rather than experience that is tested during the selection process; the how and the why of what you did, rather than the what.”

Management Studies graduate, now on the Civil Service Fast Stream (FCO)

LOCAL GOVERNMENT

Local government refers to the city/county/borough councils that provide services such as education, housing, social care and transport at a local level. Over a million people work in local government – it is one of the largest graduate employers in the country – in about 500 different occupations.

Routes in

Graduates wanting a local government career in England and Wales can apply for the National Graduate Development Programme (NGDP). This two-year programme (2016 salary: £24,174) includes placements in “host” authorities and a training programme. Some authorities run their own graduate training programmes (contact your local government HR department to find out) and also recruit suitably qualified graduates into specific jobs, eg in surveying, planning, and environmental and technical services. Opportunities are usually advertised on www.ngdp.org.uk and www.lgjobs.com. Internships are rarely advertised.



SOCIAL AND POLITICAL RESEARCH

The phrase ‘social and political research’ covers a range of activities in the areas of politics, policy influencing and policy making, and the qualitative and quantitative research that underpins it. This sort of work is done in many different places – government departments, Parliament, universities, think-tanks, research institutions, political parties, pressure groups, charities and private sector consultancies. Less about influencing and more about informing decision making is political risk consultancy – jobs in this area are usually a mix of research, analysis and report writing. Knowledge of a specific region of the world and/or languages can be useful.

Routes in

Without any experience, the need to establish credibility may mean starting with voluntary or modestly paid jobs, eg admin assistant in a pressure group, or assistant in an MP’s office. This period should not last long and can be done part time. Look on www.w4mp.org for opportunities.

Some organisations that employ researchers demand specific qualifications or degree subjects, and social sciences are often preferred. Those that employ social researchers will usually look for a BA or Masters with a strong social research method component, and experience of applying this.

G Get ready

- If you know that you are interested in policy research, you can use your time at Cambridge to get relevant experience, eg through vacation work, or to develop an area of interest through extra-curricular activities such as involvement in a student consultancy project.

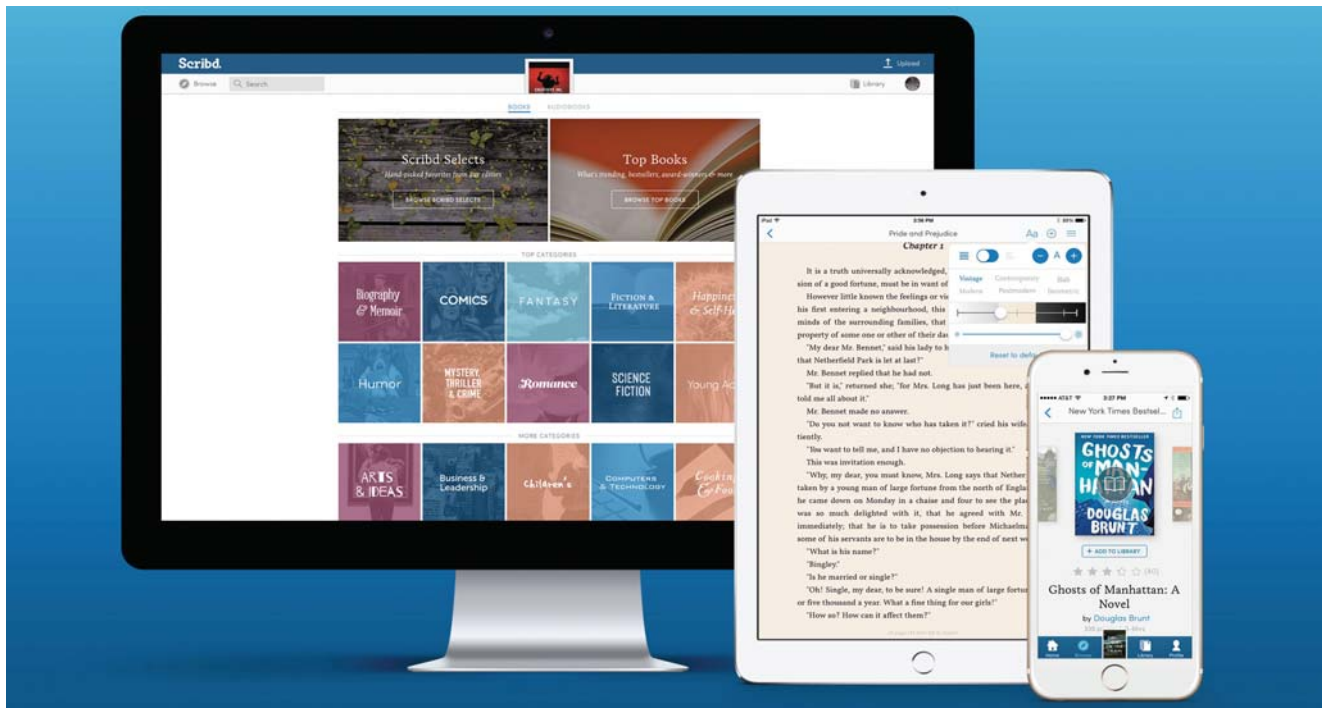
“ Manage your career actively. Many sectors don’t offer a well-defined path of progression, and it’s up to you to ensure that you develop your skills and put yourself forward for new opportunities. Conversely, look out for unexpected openings. When it comes to your career, work hard and think creatively. ”

MPhil Early Modern History, now Programme Coordinator, Chatham House

F Find out more

- **Career Sectors A-Z online:** Politics, Public Sector

PUBLISHING



Publishers stress that “publishing is a business”, meaning that most of their products are aimed at specific markets and need to be profitable. The product range is huge, from business reports, to children’s picture books, to academic journals. There is an over-supply of thousands of new product lines each year, and so a lot of competition for market share. One growth area is in electronic products: apps, websites, online study guides, computer games, DVDs, real-time financial information etc.

Many of the job roles are similar to those in other industries – sales, marketing, finance, production control, distribution. Commissioning (deciding what to publish) is usually done by senior staff, but in a small firm you could have ideas adopted within months of joining. A distinctive job is editing. Detailed editing of text in academic and reference publishing tends to be given to out-of-house freelancers. Most editorial jobs available are for people with knowledge of web languages, MS Office, and Quark or other desktop publishing packages. Tuition for these is available at the Computing Service. These skills are also in demand for production jobs, one of the shortage areas. With quite modest experience you could be designing a mail-order catalogue, writing the staff training manual, producing charity appeals or editing the company magazine.

Starting salaries in publishing are in the region of £18,000–£25,000. Later salaries depend on sector: the fiction/business publishing difference is in the tens of thousands of pounds by the time you’re 35. Publishing is a good place to be if you want less pressure than in (eg) banking or commercial law, colleagues who share your interests and values, and (usually) informal management. It can be exciting in the long term if you are a natural entrepreneur, but be aware that the industry is changing rapidly and redundancies can be common.

Routes in

There are very few graduate schemes. Most jobs are advertised year-round as they become available.

Prepare by developing your computer skills and finding work experience, which may be unpaid.

European languages are a plus. Science graduates are in demand, especially for the more lucrative STEM publishing. English grads beware – a vast number of English/humanities students consider publishing. Try not to be yet another graduate who wants to edit fiction because they like reading. Be different. Stand out by getting interested in rights, marketing, and business publishing etc.

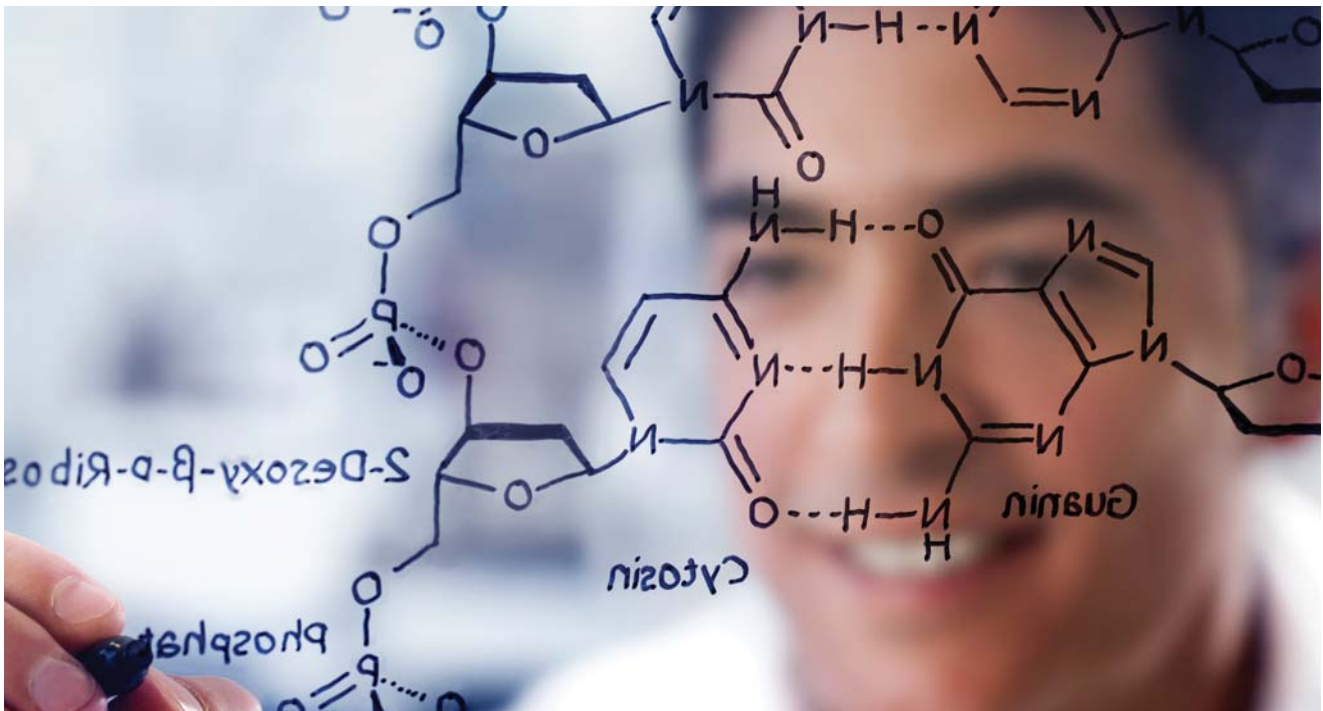
Get ready

- Develop your knowledge of publishing as an industry and, when you apply, thoroughly research what your potential employer publishes.
- If you have no previous experience (eg vacation work, editing the college magazine – unpaid experience is fine), a postgraduate publishing course may help. Check that it includes a work placement.

Find out more

- Careers in the Creative Industries Event – every Lent term, a chance to meet employers.
- Careers Service publishing panel event in Lent term – listen to podcasts of previous events on our website at **Career Sectors A–Z: Publishing**.
- The Publishers Association is the industry professional body and includes guidance on careers on their website www.publishers.org.uk.

SCIENCE



There are many types of roles which count as “science”. We broadly divide them into “hands-on” and “hands-off”. “Hands-on” refers to technical roles in a lab or research context. “Hands-off” refers to jobs in which you apply your science knowledge to an area of work.

Hands-on science

As well as working in universities (see Academia, p32), many scientists work in technical, hands-on roles in either commercial or public sector organisations. Examples include large companies (such as Unilever, BP or BASF), the public sector (such as the NHS, Met Office or DSTL) or smaller companies and start-ups.

A closely related area of work is technical consulting. Around Cambridge there are a number of technical consultancies such as Cambridge Consultants, PA Consulting, TTP and Innovia. These consultants provide technical expertise to their clients eg on how to optimise product development for medical devices.

Many employers recruit new graduates, but a relevant PhD may increase your value to a company.

Hands-off science

Many graduates from science disciplines continue to use their science knowledge in their careers, but in a “hands off” capacity. Examples of areas to explore include:

- science publishing
- science communication, including medical communications
- patent law (see p51)
- science policy – see for example the Civil Service Fast Stream science & technology specialist stream (see p62)
- science teaching (see p66).

There are also areas where having a science background will give you useful skills and knowledge which will give you an edge:

- business roles in engineering or science-related companies
- IT/data science.

All of these areas are covered in detail on the Careers Service website in **Careers Sectors A–Z: Science**.

Routes in

- Large companies and the public sector will usually have graduate recruitment schemes. Look out for adverts (see **Vacancies & Opportunities**) any time from September onwards in your final year of study.
- Smaller companies and start-ups will more often recruit as and when they need, and so you should be looking for adverts 3–4 months before being available for work. It is also worth applying to these companies speculatively through your contacts.

Get ready

- Apart from academic performance and knowledge of your subject, all employers look for the ability to work well with others. Take opportunities to demonstrate this by taking part in team sports, student societies or volunteering.
- For hands-on science roles, a summer internship in a relevant company will help you to compete against candidates who may have had a year in industry as part of their degree.
- Join your relevant professional body, eg Institute of Physics, Royal Society of Chemistry.

F Find out more

- Come to the annual Engineering, Science and Technology careers event (Nov) and the CamConnect event (Feb) to meet employers.
- Both hands-on and hands-off roles are covered on the Careers Service website at **Career Sectors A–Z: Science**.

TEACHING AND TEFL



TEACHING

Teaching gives you an unparalleled opportunity to inspire and encourage young people. It's not a desk job – teachers are “on show” to their pupils every day, maintaining energy and enthusiasm in the classroom. Be aware that the hours may be long, and frequent changes in government policy can be frustrating. Behaviour problems in the classroom are challenging but you will learn strategies to deal with them during your training. Starting salaries for teachers compare favourably with other sectors. Currently, a newly qualified teacher can earn £22,000 a year (£27,500 in inner London). In England, trainees in secondary shortage subjects (physics, chemistry, engineering, maths and modern languages) will receive a bursary of up to £25,000 for their training. Trained teachers can apply to teach their subjects in schools overseas through the British Council (www.britishcouncil.org), or the European Council of International Schools (www.ecis.org).

Career progression could be into leadership roles: head of year, deputy head or head of school. Teachers wanting a change from the classroom have opportunities to use their skills outside schools, for example in examination boards or government bodies (eg Ofsted), private tuition, outdoor pursuits centres, museums, health education or local education authority administration.

Routes in

In the UK, to teach in state schools you need to have Qualified Teacher Status (QTS). Graduates can achieve QTS through studying for the Postgraduate Certificate of Education (PGCE) either through school-led or university-led training routes. Without QTS you can teach in independent schools, sixth-form colleges or technology colleges, but you may find yourself at a disadvantage when competing for jobs.

Applications for PGCE courses and school-led teacher training are through UCAS from mid-November of the year preceding entry. Closing dates for applications for the secondary age range vary, but for primary the closing date is early December.

Entrants to PGCE courses are liable for variable university tuition fees. However, you may be eligible to apply for a non means-tested loan and an additional non-repayable means-tested maintenance grant.

“ It may be a cliché, but I was attracted to teaching by the genuine opportunity to make a substantial difference in young people’s lives. There is nothing like the satisfaction you get from helping someone to discover their own talents, develop their confidence and improve their life chances. ”

Cambridge graduate

Get ready

- If you are considering teaching, it's essential to visit schools and colleges, talk to teachers and, if possible, help out in schools.
- Gain experience with the age range you would like to teach, eg through volunteering for Scouts, Guides, local sports clubs etc.

Find out more

- UK Government Department for Education getintoteaching.education.gov.uk
- Cambridge University Faculty of Education www.educ.cam.ac.uk



“ You can never beat getting some in-school experience. Everyone thinks they know what school is like because they were once a pupil, but being in education as an education professional feels very different! It’s also important to get a feel for whether life in the classroom is for you. ”

Cambridge graduate, now working in education

TEFL

Teaching English as a foreign language (TEFL) is a popular option for graduates who want to spend one or two years outside the UK. There are worldwide opportunities, but demand is especially high in Asia.

Routes in

The four- to five-week Cambridge CELTA certificate is the most widely recognised TEFL qualification and is offered by centres in over 130 countries. It is likely to cost £800–£1,400, but you may be eligible for funding under the Advanced Learner Loans scheme (www.gov.uk/advanced-learner-loan/eligibility). Alternatively you may wish to consider the Trinity College London CertTESOL (Teaching English to Speakers of Other Languages) which is generally internationally recognised to be an equivalent of the CELTA certificate.

Some schemes allow you to teach overseas without a TEFL qualification: best known are the Japan Exchange and Teaching Programme (JET: www.jetprogramme.org), and schemes run by the cultural exchange organisation IST Plus (www.istplus.com/teachabroad) to teach in China and Thailand. Unqualified applicants can still find TEFL jobs, but may find this difficult, especially in Europe.

G Get ready

- Check job offers and employing organisations very carefully – terms and conditions of work and experiences can vary from excellent to appalling.

F Find out more

- **Career Sectors A–Z online:** Teaching



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MAIN LOCATIONS OR REGIONS Based in London with operations in the US, Australia, New Zealand and Europe

AREAS OF ACTIVITY & JOB FUNCTION(S)

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GRADUATES SOUGHT Any discipline

STARTING SALARY £40,000

PATTERN OF RECRUITMENT/CLOSING DATE Ongoing

FORM OF APPLICATION Online (CV and Cover letter)

APPROX ANNUAL INTAKE 20–25



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MAIN LOCATIONS OR REGIONS UK (Central London), North America, Australia, Japan, Taiwan

AREAS OF ACTIVITY & JOB FUNCTION(S)

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GRADUATES SOUGHT Any discipline. We are looking for motivated and analytically-minded graduates and postgraduates who are excited by the intersection of business analytics and technology.

STARTING SALARY Starting salaries of over £50,000 per annum

PATTERN OF RECRUITMENT/CLOSING DATE Annual – Resume Deadline: 29 October 2017

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MAIN LOCATIONS OR REGIONS Offices worldwide.

AREAS OF ACTIVITY & JOB FUNCTION(S)

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GRADUATES SOUGHT Law/any discipline

STARTING SALARY £42,000

PATTERN OF RECRUITMENT/CLOSING DATE Various. For a full list please see www.ashurst.com/en/careers/apply

FORM OF APPLICATION Online at www.ashurst.com/en/careers

APPROX ANNUAL INTAKE 40–45

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BNP Paribas Corporate & Institutional Banking (CIB)

3 Harewood Ave, Marylebone, London NW1 6JL

WEB earlycareers.bnpparibas.com

MAIN LOCATIONS OR REGIONS London

AREAS OF ACTIVITY & JOB FUNCTION(S)

BNP Paribas Corporate & Institutional Banking (CIB) is one of the world's leading investment banks. With operations in 57 countries and an award-winning reputation, we have the scale and scope to accommodate any ambition. We look after our people too – with strong support networks, excellent development opportunities and a real commitment to work-life balance.

We offer graduate programmes across our main business areas. These include Global Markets, Corporate Banking, Corporate Finance, Compliance and Technology. To help you experience the world of banking, we also offer Summer Internships, Long-term Internships and a Spring Insight Programme.

GRADUATES SOUGHT Economics, Mathematics, Engineering, Science, Computer Science/IT, Languages, Business Studies. Other degree disciplines will be considered if a passion for the finance and investment banking industry is demonstrated

STARTING SALARY Competitive

PATTERN OF RECRUITMENT/CLOSING DATE Rolling, early applications encouraged

FORM OF APPLICATION Online

APPROX ANNUAL INTAKE Graduates – 130-150, Long term interns – 150, VIE – 30, Summer intern – 85, Spring insight – 75

VACATION WORK/COURSES Internship opportunities available

FOR VACATION WORK APPLY BY Online at earlycareers.bnpparibas.com



THE BOSTON CONSULTING GROUP


targetjobs.co.uk/employer-hubs

Lucy Kemp
The Boston Consulting Group
 20 Manchester Square

London

W1U 3PZ

TEL 020 7753 5353

EMAIL LONrecruiting@bcg.com

WEB careers.bcg.com

SOCIAL MEDIA www.facebook.com/BCGinLondon

MAIN LOCATIONS OR REGIONS London and its 84 offices

AREAS OF ACTIVITY & JOB FUNCTION(S)

The Boston Consulting Group (BCG) is a global management consulting firm and the world's leading advisor on business strategy. We partner with clients from the private, public, and not-for-profit sectors in all regions to identify their highest-value opportunities, address their most critical challenges, and transform their enterprises. Our customised approach combines deep insight into the dynamics of companies and markets with close collaboration at all levels of the client organisation. This ensures that our clients achieve sustainable competitive advantage, build more capable organisations, and secure lasting results. Founded in 1963, BCG is a private company with 85 offices in 48 countries. For more information, please visit bcg.com.

GRADUATES SOUGHT Any discipline

STARTING SALARY Highly competitive

PATTERN OF RECRUITMENT/CLOSING DATE

Annual – From the 13th September 2017 to the 26th October 2017

FORM OF APPLICATION CV and cover letter through online application

APPROX ANNUAL INTAKE No fixed quota

VACATION WORK/COURSES Yes – Summer internships

FOR VACATION WORK APPLY BY

From the 1st January 2018 to the 27th January 2018.



targetjobs.co.uk/employer-hubs

Compass Lexecon

200 Aldersgate
 Aldersgate Street
 London EC1A 4HD

EMAIL London.Recruiting@compasslexecon.com

WEB www.compasslexecon.com/careers

MAIN LOCATIONS OR REGIONS London, Brussels, Madrid, Paris, Düsseldorf, Hong Kong, Helsinki

AREAS OF ACTIVITY & JOB FUNCTION(S)

One of the world's leading economic consulting firms, Compass Lexecon provides law firms, corporations and government clients with clear analysis of complex issues. Our European practice provides expert economic advice on competition policy, economic and financial regulation, pricing, intellectual property valuation, and the assessment of damages in complex disputes. We are known for developing a thorough understanding of the issues that face our clients, relating those issues to relevant economic theory, and then supporting our analysis with rigorous and persuasive empirical evidence.

At Compass Lexecon, we pride ourselves in providing Analysts with an opportunity to make a real contribution from day one. As an Analyst you become an integral part of the team with the crucial role of helping clients understand how competitions works in their industry.

GRADUATES SOUGHT Economics MA/MSc, PhD, or BA/BSc (first class). Highly analytical with excellent communication skills. Strong Excel and Stata skills valued.

STARTING SALARY Highly competitive

PATTERN OF RECRUITMENT/CLOSING DATE Applications for the London office close on 31 January.

FORM OF APPLICATION Online application

APPROX ANNUAL INTAKE Flexible

VACATION WORK/COURSES Internships (start date and duration flexible)



targetjobs.co.uk/employer-hubs

Credo

12 Arthur Street, London EC4R 9AB

TEL 020 3206 8800

EMAIL recruitment@credoconsulting.com

WEB www.credoconsulting.com

MAIN LOCATIONS OR REGIONS London, Dubai

AREAS OF ACTIVITY & JOB FUNCTION(S)

Credo is a market leading boutique strategy consultancy with global reach. We work for the CEOs and boards of today's most forward-thinking and influential companies, providing solutions for key strategic issues – which markets, what business model, how to achieve above market returns.

Associate Consultants are involved in every stage of case delivery, from business development, through industry research and analysis, to strategic recommendations and client presentations. Small case teams and early exposure to clients and partners mean greater responsibility early on in your career. Six-monthly promotion opportunities are available allowing rapid progression for high performers. We offer extensive global travel opportunities and lead the market on pay.

Credo is looking for exceptional individuals. Candidates must be logical, numerate and entrepreneurial, with excellent communication skills and a streak of creativity.

GRADUATES SOUGHT Any discipline

STARTING SALARY Market leading

PATTERN OF RECRUITMENT/CLOSING DATE Annual recruitment cycle. Early Bird deadline 28th August 2017. Milkround deadline 6th November 2017

FORM OF APPLICATION CV and cover letter through our application portal at www.credoconsulting.com/careers-apply

APPROX ANNUAL INTAKE 10+

VACATION WORK/COURSES Yes



targetjobs.co.uk/employer-hubs

Taibai Rankin

Corporate Value Associates (CVA)

44 Great Marlborough Street, London W1F 7JL

TEL +44 (0)20 7559 5000

EMAIL recruituk@corporate-value.com

WEB www.cvalondon.com

MAIN LOCATIONS OR REGIONS Amsterdam, Beijing, Berlin, Boston, Casablanca, Hong Kong, London, Melbourne, Milan, Paris, Seoul, Shanghai, Singapore, Sydney, Tokyo, Vienna and Washington DC

AREAS OF ACTIVITY & JOB FUNCTION(S) CVA is a global strategy boutique, with offices across Europe, the Asia-Pacific region, and in the US. We provide highly bespoke advice rather than 'off-the-shelf' consulting to large corporates – often household names – at their national, regional, and global levels. Although a boutique, we work in many industry verticals, with a current focus on energy, automotive, financial services, 3M (mining, metals, and materials), as well as a number of crossover areas such as new mobility and digital innovation. We are a vibrant close-knit community, working in small teams offering exceptional exposure to partners and senior client teams from day one, on projects both in Europe and further afield. Our UK office is based in Soho, London.

GRADUATES SOUGHT Any degree discipline, minimum 2.1. An outstanding academic record, have good commercial awareness, be able to demonstrate quantitative skills, and have exceptional extra-curricular achievements. Fluent French / German is an advantage but not essential.

STARTING SALARY Competitive

PATTERN OF RECRUITMENT/CLOSING DATE Annual at entry level. Apply by Tuesday 31 October 2017

FORM OF APPLICATION CV & cover letter via www.corporate-value.com/london-office-recruitment

APPROX ANNUAL INTAKE No fixed quota

VACATION WORK/COURSES Yes

FOR VACATION WORK APPLY BY Friday 19 January 2018



targetjobs.co.uk/employer-hubs

Graduate Recruitment and Trainee Development Team

Dechert LLP

160 Queen Victoria Street, London, EC4V 4QQ

TEL 020 7184 7000

EMAIL Graduate.recruitment@dechert.com

WEB www.dechert.com/careers

MAIN LOCATIONS OR REGIONS Dechert LLP has 28 offices worldwide

AREAS OF ACTIVITY & JOB FUNCTION(S)

Dechert is a global specialist law firm with 900+ lawyers across 28 offices. Focused on sectors with the greatest complexities, legal intricacies and highest regulatory demands, we excel in delivering practical commercial judgement and deep legal expertise for high-stakes matters. In an increasingly challenging environment, clients look to us to serve them in ways that are faster, sharper and leaner without compromising excellence. We are relentless in serving our clients – delivering the best of the firm to them with entrepreneurial energy and seamless collaboration in a way that is distinctively Dechert.

Our lawyers in London are active in all Dechert's core practice areas of corporate and securities, financial services and investment management, finance and real estate, white collar defence, complex commercial litigation, international arbitration and intellectual property, as well as financial restructuring, employment, international trade and EU government affairs, EU and UK competition and tax. We are also one of the few law firms equipped with a full-service U.S. corporate practice in London, with the capability to advise domestic and international clients on a broad spectrum of U.S. regulatory and transactional issues.

GRADUATES SOUGHT Any discipline

STARTING SALARY £45,000

PATTERN OF RECRUITMENT/CLOSING DATE 31 January 2018

FORM OF APPLICATION Online

APPROX ANNUAL INTAKE 10 trainees

VACATION WORK/COURSES Yes

FOR VACATION WORK APPLY BY See our website for deadlines



targetjobs.co.uk/employer-hubs

Ellen Millard

Dialog Semiconductor

WEB www.dialog-semiconductor.com/careers

MAIN LOCATIONS OR REGIONS Dialog Semiconductor has offices in Germany, UK, Austria, China, Greece, Japan, Hong Kong, Italy, Korea, Singapore, Taiwan, the Netherlands, Turkey, and USA.

AREAS OF ACTIVITY & JOB FUNCTION(S)

Dialog Semiconductor is a leading provider of integrated circuits (ICs) that power mobile devices and the Internet of Things. Dialog solutions are integral to some of today's leading mobile devices and the enabling element for increasing performance and productivity on the go. From making smartphones more power efficient and shortening charging times, enabling home appliances to be controlled from anywhere, to connecting the next generation of wearable devices, Dialog's decades of experience and world-class innovation help manufacturers get to what's next.

We passionately believe that working at Dialog you will be joining the brightest, most diverse and ambitious talent in the Semiconductor Industry. We are proud to have won numerous awards and designs, including exclusive patents and the opportunity for talent to progress at Dialog could not be greater.

GRADUATES SOUGHT Predominately electrical and electronic engineering

STARTING SALARY Competitive

PATTERN OF RECRUITMENT/CLOSING DATE Continuous

FORM OF APPLICATION Online

APPROX ANNUAL INTAKE 30+ graduates hired globally each year

VACATION WORK/COURSES Yes



targetjobs.co.uk/employer-hubs

Dixon Wilson

22 Chancery Lane, London WC2A 1LS

TEL 020 7680 8100

EMAIL careers@dixonwilson.co.uk

WEB www.dixonwilson.co.uk/careers

MAIN LOCATIONS OR REGIONS London and Paris

AREAS OF ACTIVITY & JOB FUNCTION(S)

About Us Dixon Wilson is a leading accountancy firm, with offices in the City of London and Paris. We specialise in providing accountancy, audit, tax advice and strategic planning to private clients, companies, entrepreneurs and their businesses. We offer a personal, Partner-led service. A high quality service is critical to both us and our clients and a number of our client relationships date back over 80 years and multiple generations.

What you can expect We offer you a practical experience in audit, tax and accountancy in a 3 year fixed term contract. We allow you to gain exposure in these areas and to support you in you in achieving the ACA qualification. In addition, you will be given the opportunity to work with senior members of staff as well as getting a good level of responsibility early on in your career.

GRADUATES SOUGHT Any discipline, but a good level of numeracy and strong interpersonal skills are key

STARTING SALARY Competitive

PATTERN OF RECRUITMENT/CLOSING DATE End of December – Spring Intake and End of April – Autumn Intake

FORM OF APPLICATION Online

APPROX ANNUAL INTAKE London 14, Paris 1-2

VACATION WORK/COURSES Paid summer vacation placement in the London office, to penultimate year University students

FOR VACATION WORK APPLY BY End of March 2018 by visiting our website www.dixonwilson.co.uk/careers and completing an online application form.



targetjobs.co.uk/employer-hubs

Graduate Recruitment

DLA Piper LLP

3 Noble Street, London EC2V 7EE

TEL 0870 111 111

EMAIL recruitment_graduate@dlapiper.com

WEB www.dlapipergraduates.com

SOCIAL MEDIA Facebook: www.facebook.com/dlapiperukgraduates

Twitter: [www.twitter.com/DLA_Piper_Grads](https://twitter.com/DLA_Piper_Grads)

LinkedIn: www.linkedin.com/company/dla-piper-uk-graduates

MAIN LOCATIONS OR REGIONS Birmingham, Edinburgh, Leeds, Liverpool, London, Manchester and Sheffield

AREAS OF ACTIVITY & JOB FUNCTION(S)

DLA Piper is a global law firm with lawyers located in more than 40 countries throughout the Americas, Europe, the Middle East, Africa and Asia Pacific. In the UK, we provide full service legal advice from London and the major UK centres. These include Birmingham, Edinburgh, Leeds, Liverpool, Manchester and Sheffield. We were built to serve clients wherever in the world they do business, efficiently and with genuine knowledge of local and international considerations. Unlike many law firms, we are organised to provide clients with a range of essential business advice, not just on large scale mergers and acquisitions and banking deals but also on people and employment, commercial dealings, litigation, insurance, real estate, IT, intellectual property and plans for restructuring.

GRADUATES SOUGHT Any discipline

STARTING SALARY London – £44,000, England – £27,000, Scotland – £27,000

FORM OF APPLICATION Online

APPROX ANNUAL INTAKE 70

VACATION WORK/COURSES Yes

FOR VACATION WORK APPLY BY December 2017



targetjobs.co.uk/employer-hubs

Beth Bixby

Eden McCallum LLP

7 Air Street, London, W1B 5AD

TEL +44 (0)20 7361 7000

EMAIL analystrecruitment@edenmccallum.com

WEB edenmccallum.com/join-us/analyst

MAIN LOCATIONS OR REGIONS London, Amsterdam and Zurich

AREAS OF ACTIVITY & JOB FUNCTION(S)

Eden McCallum is redefining management consulting. We support clients to resolve their most pressing issues of strategy, operations and organisation. Working with a group of independent consultants of the highest calibre, we have pioneered an approach that delivers tangible impact, client ownership, and great value.

3–6 business analysts across our London and Amsterdam offices, with possibility of working on projects in our Zurich office if fluent German. Our two-three year programme combines year-round structured training sessions with on-project mentoring and support. You will be assisted in developing the full consulting toolkit, from financial analysis through to negotiation skills, working with some of the best consultants in the world.

GRADUATES SOUGHT Any discipline

STARTING SALARY Competitive

PATTERN OF RECRUITMENT/CLOSING DATE London office deadline Sunday 7th January 2018. Amsterdam office deadline Sunday 6th May 2018.

FORM OF APPLICATION Send your CV and cover letter to analystrecruitment@edenmccallum.com and should outline the 3 key reasons why you are attracted to Eden McCallum's analyst role.

APPROX ANNUAL INTAKE 3–6

VACATION WORK/COURSES No



Lynn Wilton

Ensoft Ltd

Ensoft House, 4–6 Arden Grove, Harpenden, Hertfordshire, AL5 4SJ

TEL 07940 519314

EMAIL recruitment@ensoft.co.uk

WEB www.ensoft.co.uk

SOCIAL MEDIA Twitter (@ensoftuk) or Facebook (ensoftuk)

MAIN LOCATIONS OR REGIONS Harpenden, Herts.

AREAS OF ACTIVITY & JOB FUNCTION(S)

Ensoft develop software that connects the world. The Internet depends every single day on the code we write. It's interesting and challenging work that matters. We've grown to a team of about seventy software developers by recruiting some of the best Oxbridge graduates each year, and investing heavily in their training. It's an ideal environment for bright people who want to develop rapidly. It is a very successful business and all employees share in this.

We also offer an excellent work environment with flexible hours and distractions like table football, pool and table tennis, together with a very active social scene ranging from weekly breakfast and trips to the cinema, to fell walking and weekends in places like St Petersburg, Stockholm and Valencia.

GRADUATES SOUGHT Any numerate discipline.

STARTING SALARY Remuneration of £40,000, plus bonus and pension, rising rapidly in line with performance.

PATTERN OF RECRUITMENT/CLOSING DATE We accept applications all year, but focus mostly on Michaelmas term.

FORM OF APPLICATION CV via email, see our website for details & deadline.

APPROX ANNUAL INTAKE About 4–6 graduates, but we will always consider exceptional candidates.

VACATION WORK/COURSES Two summer internships, £25,000 pro-rata.





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Fidelity International
WEB www.earlycareersatrecruitment.com
SOCIAL MEDIA LinkedIn: www.linkedin.com/company/fidelity-international
 YouTube: www.youtube.com/user/FidelityUK

MAIN LOCATIONS OR REGIONS UK, APAC, Europe
AREAS OF ACTIVITY & JOB FUNCTION(S)
 A commitment to excellence and innovation. Fidelity International provides world class investment solutions and retirement expertise to institutions, individuals and their advisers – to help our clients build better futures for themselves and generations to come.

What we do matters. Building on active, bottom-up research, we create the competitive advantage that is able to deliver superior returns for our clients. We help people provide for their future, through offering products, services and the information they need to make the right decisions. We have one of the largest global research capabilities with over 400 investment professionals and research staff around the world. As a privately owned business, we're proud to say that we're driven by client success without distraction.

Our reach covers the globe, with offices in 24 countries across Europe, Asia Pacific, India, the Middle East and Latin America. This gives us diversity of culture, background, experience and thought that helps us think differently, act innovatively and better meet our clients' needs.

GRADUATES SOUGHT Any discipline
STARTING SALARY Competitive
PATTERN OF RECRUITMENT/CLOSING DATE Investment streams close November 19th. Further business opportunities will open in December.
FORM OF APPLICATION Online
APPROX ANNUAL INTAKE 20 graduates & 20 interns
VACATION WORK/COURSES Yes
FOR VACATION WORK APPLY BY Investment Internship applications close 19th November. Keep up to date with our intern opportunities on our new Early Careers website.

FRONTLINE

CHANGING LIVES



targetjobs.co.uk/employer-hubs

Frontline
 1a Rosebery Avenue
 London
 EC1R 4SR
EMAIL recruitment@thefrontline.org.uk
WEB www.thefrontline.org.uk

MAIN LOCATIONS OR REGIONS Greater Manchester, West Midlands, Greater London, North East and South East.
AREAS OF ACTIVITY & JOB FUNCTION(S)
 Frontline's graduate programme is a unique opportunity for high-achieving individuals to join one of Britain's most challenging and rewarding professions.

Our children's social work programme offers you an intensive practical and academic training, coupled with leadership development opportunities designed to shape a new generation of social leaders.

Throughout our two-year programme participants will work in a local authority in one of our regions to transform the lives of vulnerable children and families.

The programme consists of a five-week Summer Institute, one year 'on-the-job' training in a team of four and a second year as a qualified social worker with the opportunity to study for a Masters.

If you're passionate about leading change in society, apply to Frontline.

GRADUATES SOUGHT Any discipline
STARTING SALARY Competitive
PATTERN OF RECRUITMENT/CLOSING DATE August–November
FORM OF APPLICATION Online
APPROX ANNUAL INTAKE 352
VACATION WORK/COURSES No





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FTI Consulting
 200 Aldersgate, Aldersgate Street, London, EC1A 4HD
EMAIL London.recruitment@fticonsulting.com
WEB www.fticareers.co.uk


MAIN LOCATIONS OR REGIONS London, Paris
AREAS OF ACTIVITY & JOB FUNCTION(S)
 The talent and expertise of our people make FTI Consulting a global thought leader in business advisory services and consulting. With more than 4,600 employees worldwide, we are looking for bright and motivated graduates to contribute to our continuing success.


In our Economic and Financial Consulting practice we apply clear and focused analysis to complex unstructured problems in economics and finance. We are advisors to law firms, companies, and government bodies on topics such as business valuation, industrial economics and corporate strategy. You will apply newly acquired skills to varied and challenging projects across a spectrum of industries, working with our sector specialists in financial service, energy and renewables, healthcare and telecoms, media and technology.

We also have graduate opportunities in Forensic and Litigation Consulting, Strategic Communications, Tax Advisory and Restructuring.

You will have the opportunity to pursue a qualification as a Chartered Financial Analyst or Chartered Accountant, alongside our in-house development programme.

GRADUATES SOUGHT Graduates from all disciplines will be considered. Must be expecting a first or upper second class degree
STARTING SALARY Highly competitive with a sign-on bonus and excellent benefits
PATTERN OF RECRUITMENT/CLOSING DATE 14 November 2017 for our Economic and Financial Consulting practice. Closing dates for the different schemes in each of our business areas can be found on our website at www.fticareers.co.uk
FORM OF APPLICATION Online
APPROX ANNUAL INTAKE 50 across a range of practices.
VACATION WORK/COURSES Refer to website





targetjobs.co.uk/employer-hubs

Beth Gorman
G-Research
 Whittington House, 19-30 Alfred Place, Fitzrovia, WC1E 7EA
TEL 020 7361 7500
EMAIL Graduates@gresearch.co.uk
WEB www.gresearch.co.uk
SOCIAL MEDIA Twitter: @GRESEARCHjobs

MAIN LOCATIONS OR REGIONS Central London in the heart of the West End.
AREAS OF ACTIVITY & JOB FUNCTION(S)
 Exceptional software development is the heart of what we do. Our developers create bespoke, robust and scalable research software used to solve complex mathematical problems and predict asset returns. We code mostly in C# but also using F# and C++ where required- our developers are given the freedom to choose the best tools for the job rather than the easiest. Our goal is simple; we want to be world class at Software Development. We subscribe to many of the agile software development principles, but we are also keen to try things out and see how well they actually work. We have created an environment designed to inspire the best minds in the world to tackle the toughest intellectual challenges and deliver the best work of their careers. Here you will be working on performance critical, large scale enterprise systems that require sharp minds able to learn new skills fast.

GRADUATES SOUGHT We fill most of our Graduate roles through our Internship programme, but outstanding Computer Science students are encouraged to apply- we would never turn away the best candidates.
INTERNS SOUGHT We are looking to recruit penultimate year Computer Science students who have preferably taken part in at least one internship in Software Development.
STARTING SALARY Extremely competitive.
FORM OF APPLICATION Apply online
APPROX ANNUAL INTAKE 10 interns with the intention of converting your role with us to a full time graduate role on completion of your degree.



GSA Capital

Stratton House, 5 Stratton Street, London, W1J 8LA

TEL 020 7959 8800

EMAIL careers.campus@gsacapital.com

WEB www.gsacapital.com

MAIN LOCATIONS OR REGIONS London, UK & New York, USA

AREAS OF ACTIVITY & JOB FUNCTION(S)

GSA is a collaboration of approximately 150 people. For over a decade we have worked together creating and applying innovative technologies to solve problems in the investment management industry. Over 60% of our staff work in research or on developing technology necessary to enable and monetise our research. We are an eclectic mix of scientists, programmers, economists, psychologists and a great deal more. We live by the scientific method in building quantitative models that analyse and predict real world behaviour. We implement algorithms based on these models to systematically invest in markets. Our novel methods have won us many accolades and awards in a sector traditionally associated more with pin striped suits than harnessing the power of big data. At GSA we avoid unnecessary hierarchy and bureaucracy, preferring to maintain a flat corporate structure. We reward people based on merit and excellence, not necessarily on tenure.

GRADUATES AND INTERNS SOUGHT Students of all academic levels from the following and any other closely related disciplines including Computer Science, Engineering, Mathematics, Statistics, Physics, Economics, Empirical finance

STARTING SALARY Competitive

PATTERN OF RECRUITMENT/CLOSING DATE Continuous

FORM OF APPLICATION CV

VACATION WORK/COURSES Yes

FOR VACATION WORK APPLY BY Flexible

J A KEMP

PATENT ATTORNEYS • TRADE MARK ATTORNEYS



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JA Kemp

14 South Square, Gray's Inn, London, WC1R 5JJ

TEL +44 (0)20 3077 8600

EMAIL careers@jakemp.com

WEB www.jakemp.com

SOCIAL MEDIA www.linkedin.com/company/j-a-kemp

MAIN LOCATIONS OR REGIONS London, Oxford, Cambridge and Munich

AREAS OF ACTIVITY & JOB FUNCTION(S)

JA Kemp is one of the largest UK and European Patent and Trade Mark Attorney firms, with offices in London, Oxford, Cambridge and Munich.

JA Kemp's patent attorneys handle patent applications in the UK, Europe and worldwide. The firm has particular expertise in patent oppositions and appeals, especially before the European Patent Office. The firm also conducts intellectual property litigation.

JA Kemp works for a huge variety of clients, from startups, spinouts and SMEs through to some of the largest corporate clients and most prestigious academic institutions in the world.

GRADUATES SOUGHT Candidates should have an excellent track record of achievement at school and university, with a minimum of a 2.1 honours degree in a scientific or technical subject, preferably physics, engineering, chemistry or biosciences. We are open to applications from candidates holding or studying for a bachelors, masters or PhD degree.

STARTING SALARY Competitive

PATTERN OF RECRUITMENT/CLOSING DATE We encourage applications before the end of the calendar year for candidates who wish to start the following autumn. We will, however, consider applications from exceptional candidates at any time of the year.

FORM OF APPLICATION Apply to careers@jakemp.com with a CV and a covering letter addressed to the head of the relevant group (see website).

APPROX ANNUAL INTAKE Approximately six trainees across all technology areas. Our trainees usually join us in the autumn.

GRADUATE OPPORTUNITIES IN THE HEART OF THE CITY

The talent and expertise of our people makes FTI Consulting a global thought leader in business advisory services and consulting. We provide our clients with clear analysis and strategic advice to help them overcome a wide variety of complex business challenges.

We have a number of vacancies across our practice areas and are looking for exceptional graduates to join us. Working in small client teams where knowledge sharing is a key part of the culture means you'll have the opportunity to do meaningful work from the very beginning of your career.

GRADUATES SOUGHT:

Graduates from all disciplines will be considered, and must be expecting a first or upper second class degree.

SALARY:

Highly Competitive

CLOSING DATE:

Please refer to website

APPLICATION:

www.fticareers.co.uk/graduates

ANNUAL INTAKE:

Over 40 across a range of practices

VACATION WORK/ COURSES:

Please refer to website

ECONOMIC & FINANCIAL CONSULTING

FORENSIC LITIGATION CONSULTING


STRATEGIC COMMUNICATIONS




TECHNOLOGY

CORPORATE FINANCE (RESTRUCTURING & TAX)



EXPERTS WITH IMPACT™



targetjobs.co.uk/employer-hubs

Johnson Matthey
Orchard Road, Royston Herts SG8 5HE
WEB www.matthey.com/careers
SOCIAL MEDIA @Johnson_Matthey

MAIN LOCATIONS OR REGIONS Across the UK; including Hertfordshire, Oxfordshire, Teesside. International opportunities also available.

AREAS OF ACTIVITY & JOB FUNCTION(S)
Johnson Matthey uses science to make the world cleaner and healthier; more than 90 percent of our sales come from technologies that benefit the environment and health, enhancing people's lives on a global scale. We're a global leader in sustainable technologies created and driven through innovation, operating across 4 sectors: Clean Air; Efficient Natural Resources; Health; and New Markets. In addition to our world class manufacturing, we take R&D seriously, with over £188m invested last year. Graduate opportunities are as diverse as our organisation. We offer structured rotational programmes, or direct entry routes where you'll join one of our business units from day 1. Whichever you choose you will be given real responsibilities working within a team environment on new or existing projects.

GRADUATES SOUGHT Science and Engineering

STARTING SALARY Competitive package and benefits

PATTERN OF RECRUITMENT/CLOSING DATE Continuous

FORM OF APPLICATION Online

APPROX ANNUAL INTAKE 80

VACATION WORK/COURSES yes









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Diana Spoudeas, Graduate Recruitment Manager
Jones Day
21 Tudor Street, London, EC4Y 0DJ
TEL 020 7039 5959
EMAIL recruit.london@jonesday.com
WEB www.jonesdaylondon.com
SOCIAL MEDIA Facebook: Jones Day UK Graduate Recruitment

MAIN LOCATIONS OR REGIONS London, Continental Europe, Asia, USA, Latin America, Middle East, Asia Pacific.

AREAS OF ACTIVITY & JOB FUNCTION(S)
Jones Day is a truly global law firm. Our 2,500 lawyers across 44 major business and financial centres worldwide have vast transactional and contentious experience. In London, 200 plus lawyers (including 60 partners and 40 trainees) draw on specialist insights and skills from across the globe to guide clients through their toughest challenges. The Firm operates a rare and distinctive, non-rotational training system designed to provide flexibility and early responsibility, developing lawyers fast.

GRADUATES SOUGHT 2.1 degree in any discipline. Successful candidates want to work on global deals, are proactive, self-disciplined, good at juggling priorities, and can become future partners.

STARTING SALARY £47,000; rising to £54,000 (12 months) and £100,000 (on qualification/24 months).

PATTERN OF RECRUITMENT/CLOSING DATE Applications open annually on 1 September. We expect to recruit our trainees from our placement schemes. Final placement and training contract closing date is 10.01 2018.

FORM OF APPLICATION Online via our website.

APPROX ANNUAL INTAKE Trainees: 20. Vacation Placements: 72.

VACATION WORK/COURSES In Winter, Spring and Summer holidays.

FOR VACATION WORK APPLY BY 27/10/17 (Winter); 15/12/17 (Spring); 10/01/18 (Summer). We recruit on a rolling basis, so apply early.





targetjobs.co.uk/employers

Kerry
TEL +44 (0) 020 7061 1938
EMAIL kerrygraduates@gtisolutions.co.uk
WEB www.kerrygraduates.com
SOCIAL MEDIA www.facebook.com/Kerry.Group.Graduate.Recruitment/
www.linkedin.com/company/kerry

MAIN LOCATIONS OR REGIONS UK, Ireland and Europe – candidates must be flexible with regard to travel and relocation

AREAS OF ACTIVITY & JOB FUNCTION(S)
Kerry Group is a world leader in food and beverage. Kerry Group has 23,000 employees globally, 15,000 products and revenues of €6.1 billion. Our business is comprised of 2 divisions:

Taste & Nutrition We think of ourselves as *the* Taste & Nutrition company. We understand that consumers want delicious products made from trusted, authentic foods and flavours. Every day millions of people throughout the world consume foods and beverages containing our taste and nutrition solutions.

Kerry Foods We produce own and customer branded meals, meats and snacking and dairy. We have an incredible heritage and amazing brands with an exciting growth agenda including international. Our products, many of which are household favourites, are eaten by 60 m people every day.

GRADUATES SOUGHT Accounting & Finance; Sales; Marketing; Customer Care; Human Resources; Supply Chain, Procurement; Operations; Engineering; Research & Development; Quality Assurance; ICT


STARTING SALARY Competitive salary which is reviewed regularly throughout the Graduate Programme



PATTERN OF RECRUITMENT/CLOSING DATE Annual

FORM OF APPLICATION Apply online at www.kerrygraduates.com

APPROX ANNUAL INTAKE We recruit approximately 80 graduates annually.

VACATION WORK/COURSES Please visit www.kerry.com/careers






targetjobs.co.uk/employer-hubs

Graduate Recruitment Coordinator
LCP
95 Wigmore Street, London, W1U 1DQ
TEL 020 7432 2266
EMAIL graduatecareers@lcp.uk.com
WEB www.lcp.uk.com/careers/graduate-opportunities

MAIN LOCATIONS OR REGIONS London and Winchester

AREAS OF ACTIVITY & JOB FUNCTION(S)
LCP is a firm of financial, actuarial and business consultants, specialising in the areas of pensions, investment, insurance, business analytics, financial modelling and employee benefits. We offer a full range of actuarial and consulting services to a wide range of clients in the UK and internationally, including FTSE 100 companies.

Why join LCP as a graduate? Are you ready for a career that challenges you, allows you to grow and work alongside some of the brightest minds in the industry? We help our clients make good decisions, based on insightful analysis, industry expertise, and game-changing technology. Becoming one of our graduate trainees is the first step of your journey towards a successful career in a financial consultancy.

Our work ranges from pension scheme valuations and monitoring investment manager performance to estimating the financial impact of a hurricane on an insurance company. Whichever department you choose, you will have a variety of projects to work on.

At LCP our biggest strength is our people, so from day one you will be valued, actively involved and able to make your own contribution to meeting the needs of our clients.

GRADUATES SOUGHT Any discipline

STARTING SALARY Competitive

PATTERN OF RECRUITMENT/CLOSING DATE Annual

FORM OF APPLICATION Online application form

APPROX ANNUAL INTAKE Around 30

VACATION WORK/COURSES Yes



targetjobs.co.uk/employer-hubs

Isobel Newson
L.E.K. Consulting
 40 Grosvenor Place, London, SW1X 7JL
TEL 020 7389 7200
EMAIL london.recruit@lek.com
WEB www.lek.com

MAIN LOCATIONS OR REGIONS London HQ with an additional 19 offices across Europe, the Americas, and Asia Pacific

AREAS OF ACTIVITY & JOB FUNCTION(S)

L.E.K. Consulting is a global strategy consulting firm that addresses the most complex commercial issues for some of the world's most successful businesses. Clients come to us time and again because we have proven to be an insightful expert and a trusted partner. Our teams combine our core capabilities of research, benchmarking, modelling, analysis and strategy development to create game-changing insights and practical solutions that deliver real impact.

Associates are involved in all aspects of strategic and financial analysis, offering exposure to multiple industry sectors and a wide variety of commercial challenges. The nature and pace of L.E.K.'s strategic work facilitates the rapid development of a highly analytical skill-set, which is underpinned by a structured training programme. The Associate role at L.E.K. provides a dynamic, varied and highly rewarding work environment.

GRADUATES SOUGHT Any discipline, 2.1 or above

STARTING SALARY Highly competitive

PATTERN OF RECRUITMENT/CLOSING DATE Annual

FORM OF APPLICATION Online application by 29th October 2017

APPROX ANNUAL INTAKE c.30 in London – start dates available in September 2018 and spring 2019

VACATION WORK/COURSES 8 week summer internship for penultimate year students (application deadline: 31st January 2018). Applications open 1st December 2017.

Marakon



targetjobs.co.uk/employer-hubs

Marakon
 8 Finsbury Circus, London, EC2M 7EA
EMAIL MKNUK-Recruiting@marakon.com
WEB www.marakon.com/careers

MAIN LOCATIONS OR REGIONS London, New York, Chicago, Boston, Houston

AREAS OF ACTIVITY & JOB FUNCTION(S)

We are a premier boutique strategy consulting firm with over 35 years' experience helping leading global companies succeed. By joining Marakon you will work across industries on the greatest strategic challenges companies face, providing diverse opportunities to develop and the skills for you to have lasting impact. But you won't be on your own: at Marakon, you will be part of a firm that places huge emphasis on supporting you and your development throughout your career.

GRADUATES SOUGHT Exceptional applicants from any discipline; 2.1 or higher

STARTING SALARY Highly competitive

FORM OF APPLICATION Submit a CV and covering letter online by 3rd November at www.marakon.com/careers

APPROX ANNUAL INTAKE 4–6

Mars & Co



targetjobs.co.uk/employer-hubs

Patricia Bahs
Mars & Co
 12–18 Grosvenor Gardens
 London SW1W 0DH
TEL 020 7730 4040
EMAIL recruitingldn@marsandco.com
WEB www.marsandco.com

MAIN LOCATIONS OR REGIONS Asia, USA, Western Europe

AREAS OF ACTIVITY & JOB FUNCTION(S)

Strategic management consulting firm. We bring competitive leverage to a limited number of international leaders in their sector and serve them worldwide on an exclusive basis – the only consulting firm of any consequence to guarantee fidelity. We apply fact-based, quantitative analysis to our clients' competitive opportunities and develop consultants with cross-industry, cross-functional and international experience.

We look for well balanced individuals who thrive on team work. We do not practice lateral hiring – recruitment is at entry level only since we take an apprenticeship approach to developing our strategy consultants.

GRADUATES SOUGHT Engineering, mathematics and quantitative sciences

STARTING SALARY Competitive

PATTERN OF RECRUITMENT/CLOSING DATE Ongoing

FORM OF APPLICATION CV & letter, e-mail

APPROX ANNUAL INTAKE No set quota

VACATION WORK/COURSES No

metaswitch



targetjobs.co.uk/employer-hubs

Kellie Henderson
Metaswitch
 100 Church Street, Enfield, EN2 6BQ
TEL 020 8366 1177
EMAIL careers@metaswitch.com
WEB www.metaswitch.com/careers

MAIN LOCATIONS OR REGIONS Enfield (North London), Cambridge, Edinburgh, Chester, Coventry, US

AREAS OF ACTIVITY & JOB FUNCTION(S)

Metaswitch is the world's leading cloud based communications software company. Our award-winning solutions power more than 1,000 worldwide service provider networks. We design and develop commercial and open-source software solutions. We package our software into products that are redefining consumer and business communications while transforming communication networks.

We are recruiting talented and motivated graduates, post graduates and Interns from any degree discipline to join us as Engineers. **You don't need any experience – just have an interest in technology and be willing to take on big challenges!**

You will have a great academic background (all A grades at A Level and a good degree in any subject), and be looking to build your career in a company full of really smart people who love solving problems and working together in a collaborative and innovative environment.

Visit our website for further information about Metaswitch, the roles we have available and the people that work here. You can also find us on Facebook, Twitter, Instagram and YouTube.

GRADUATES SOUGHT Any discipline

STARTING SALARY £35,000 plus bens

PATTERN OF RECRUITMENT/CLOSING DATE Continuous

FORM OF APPLICATION EAF, online, CV

APPROX ANNUAL INTAKE 40 graduates and 40 interns a year

VACATION WORK/COURSES Yes

FOR VACATION WORK APPLY BY ASAP

MARS & CO

Our Firm

Among the world's major strategy consulting firms, Mars & Co is the only one of European origin.

Mars & Co was founded in 1979 by Dominique Mars, then a Director of The Boston Consulting Group and, since its inception, its goals have never changed. Its major "raison d'être" has remained to bring competitive leverage to a very limited number of clients and serve them worldwide on an exclusive basis – the only consulting firm of any consequence to guarantee "fidelity".

At present, Mars & Co employs approximately 200 consultants in its seven offices (Paris, New York, London, San Francisco, Tokyo, Shanghai and Singapore). Its staff is equally split between Europe, North America and Asia, as are its clients.

Our Goals, Value and Operating Principles

Mars & Co's goals are very simply to keep developing the "partnerships" it builds with its very prestigious clients while enabling its staff to grow as harmoniously as possible.

Mars & Co's operating principles make it stand out for three basic reasons:

- We work under the *apprenticeship* format, i.e. our most senior staff are consultants first and foremost and serve as mentors to the junior staff.
- Our *one-office* concept means all Mars & Co's resources are available to its clients, regardless of their location.
- Our unwavering belief in a *meritocracy* means that outstanding professional and personal attributes are sure to be rewarded at Mars & Co.

The People Who Join Us Are

- Well-balanced individuals with strong personalities.
- Diverse in background, experience, personal interests and styles.
- Catalysts for change who stand by their findings.
- Team players who thrive in an intellectually stimulating environment.
- Mobile and enjoy travelling domestically and internationally.
- Good communicators with the ability and the desire to teach others.

The People Who Join Us Have

- Degrees from top-ranking colleges, universities and business schools.
- Strong quantitative skills meshed with creativity to develop practical strategic recommendations from detailed analyses.
- The intellectual power, mind-set and physical stamina to thrive in a deadline-driven environment.
- The power of persuasion tempered with a humility and a sense of humour.

Your Career Path: A Successful Apprenticeship

Mars & Co is dedicated to providing its professional staff with superior opportunities for personal growth and income. This is made possible through a career path built around the apprenticeship format.

There is no pre-determined promotion schedule at any level within the firm. People are promoted as soon as they can successfully handle a more demanding role and, as a matter of policy, Mars & Co promotes only from within: this is what meritocracy is about.

If you wish to join our team, please forward a CV and covering letter to

*Patricia Bahs
Mars & Co
12-18 Grosvenor Gardens
London SW1W 0DH
www.marsandco.com*

Morgan Stanley



targetjobs.co.uk/employer-hubs

EMEA Graduate Recruitment Team
Morgan Stanley
 20 Bank Street, Canary Wharf, London E14 4AD
EMAIL graduaterecruitment@morganstanley.com
WEB morganstanley.com/campus

MAIN LOCATIONS OR REGIONS Amsterdam, Budapest, Dubai, Dublin, Frankfurt, Geneva, Glasgow, Istanbul, Johannesburg, London, Madrid, Milan, Moscow, Paris, Stockholm, Tel Aviv, Warsaw and Zurich.

AREAS OF ACTIVITY & JOB FUNCTION(S)

Our business Morgan Stanley is more than a leading financial services firm. With offices spanning 42 countries and talented, passionate people bringing excellence and integrity to everything we do, the firm is truly global. Throughout the firm's history, diverse and talented individuals have worked together to develop our new ideas and groundbreaking financial products.

Our successes Morgan Stanley has maintained its leadership position in the industry for many years. The firm's investment banking franchise regularly features at the top of the league tables for Mergers & Acquisitions and IPOs. Our research, strategy, and economics teams are consistently ranked highly in investor surveys. Our Sales & Trading, Prime Brokerage, Wealth Management and Asset Management businesses have won multiple awards over the years and Morgan Stanley's commitment to diversity and equality has also received accolades.

GRADUATES SOUGHT We welcome applications from all degree disciplines.

STARTING SALARY Competitive + benefits

PATTERN OF RECRUITMENT/CLOSING DATE Year round

FORM OF APPLICATION Online (CV, cover letter and online tests)

APPROX ANNUAL INTAKE 500-600

VACATION WORK/COURSES Yes

FOR VACATION WORK APPLY BY The closing date will vary by internship programme. Please check our website.

NERA ECONOMIC CONSULTING



targetjobs.co.uk/employer-hubs

NERA ECONOMIC CONSULTING
 Marble Arch House, 66 Seymour Street, London, W1H 5BT
TEL 020 7659 8500
EMAIL londonrecruitment@nera.com
WEB www.nera.com

MAIN LOCATIONS OR REGIONS More than 25 offices worldwide

AREAS OF ACTIVITY & JOB FUNCTION(S)

NERA Economic Consulting (www.nera.com) is a global firm of experts dedicated to applying economic, finance, and quantitative principles to complex business and legal challenges. For more than half a century, NERA economists have been creating strategies, studies, reports, expert testimony, and policy recommendations for government authorities and the world's leading law firms and corporations. We bring academic rigor, objectivity, and real-world industry experience to bear on issues arising from competition, regulation, public policy, strategy, finance, and litigation. NERA clients value our ability to apply and communicate clearly and convincingly, state-of-the-art approaches our commitment to deliver unbiased findings, and our reputation for quality and independence. Our clients rely on the integrity and skills of our unparalleled team of economists and other experts backed by the resources and reliability of one of the world's largest economic consultancies. With its main office in New York City, NERA serves clients from more than 25 offices across North America, Europe, and Asia Pacific.

GRADUATES SOUGHT Economics, Finance, and related disciplines

STARTING SALARY Very competitive

PATTERN OF RECRUITMENT/CLOSING DATE Continuous

FORM OF APPLICATION Online

APPROX ANNUAL INTAKE 20-25

VACATION WORK/COURSES Yes

FOR VACATION WORK APPLY BY February 2018

NEWTON



targetjobs.co.uk/employer-hubs

Newton
 2 Kingston Business Park
 Kingston Bagpuize
 Oxfordshire
 OX13 5FE
TEL 01865 920700
EMAIL recruitment@newtoneurope.com
WEB www.newtoneurope.com/careers/graduate
SOCIAL MEDIA Twitter: @NewtonGraduates;
 Facebook: @NewtonEurope; LinkedIn: Newton Europe

MAIN LOCATIONS OR REGIONS UK

AREAS OF ACTIVITY & JOB FUNCTION(S)

Newton isn't like other consultancies. Our business model is purposefully disruptive. Our culture is vibrant, energetic and individual. We hire people with spirit, personality and bravery – and we go to extraordinary lengths to build their skills and belief. We also offer unusual levels of responsibility to those who are ready for it.

Your work here will make a difference to everyone from top-level executives to blue-collar workers, hospital patients, and children in social care. If you don't limit yourself, we don't limit you.

Our philosophy is quite simple: we demand better, for our people and for our clients. It's how we've changed so many organisations for the better – so successfully. It's also how we'll take your career to the nth degree.

GRADUATES SOUGHT Any discipline

STARTING SALARY £45-50,000

PATTERN OF RECRUITMENT/CLOSING DATE 18/12/2017

FORM OF APPLICATION Online

APPROX ANNUAL INTAKE 40

OC&C Strategy Consultants



targetjobs.co.uk/employer-hubs

Lottie Robertson, Recruitment Officer
OC&C Strategy Consultants
 6 New Street Square, London EC4A 3AT
TEL 020 7010 8000
EMAIL recruitment@ocstrategy.com
WEB www.ocstrategy.com
SOCIAL MEDIA [@OCCLondon](https://www.facebook.com/OCCLondon) @OCC_CareersUK

MAIN LOCATIONS OR REGIONS 15 offices across 4 continents

AREAS OF ACTIVITY & JOB FUNCTION(S)

"What is the future of television? How much should we invest in emerging markets? What do I need to do to win with Millennials?"

We answer the toughest questions facing businesses. We do rapid, high impact projects for chief executives and boards. In our London office, we have deep expertise retail, leisure, consumer goods, media, technology and business services.

We are looking for graduates with outstanding analytical minds and eclectic interests: we encourage candidates from all disciplines. In addition to market-leading compensation and training, we offer up to 4 weeks of extra unpaid leave each year, grants to help you pursue your interests, and host biannual offsites (recently Chicago and Amsterdam) – business needn't make you boring.

Interested? We'd like to talk

GRADUATES SOUGHT Any discipline

STARTING SALARY Top of the market

PATTERN OF RECRUITMENT/CLOSING DATE Annual, apply by 5 November 2017

FORM OF APPLICATION Online CV and covering letter

APPROX ANNUAL INTAKE No fixed quota

VACATION WORK/COURSES Yes – Summer Internships, International Strategy Workshop

FOR VACATION WORK APPLY BY 14 January 2018



Morgan Stanley

Want to see the world?
How about building a
new one?

Anyone can tour China. How about helping create jobs there? Or helping revitalize the airline industry in Spain? Or strengthening the mobile infrastructure in Mexico? That's the kind of change we're working to create. Because we don't want to just see the world, we want to see a better one. Join us.

What Will You Create?

morganstanley.com/campus

Filip
Corporate Treasury







targetjobs.co.uk/employer-hubs

Rebecca McEwan
Oliver Wyman
 55 Baker Street
 London
 W1U 8EW
TEL 020 7852 7010
EMAIL recruiting.uk@oliverwyman.com
WEB www.oliverwyman.com/careers

MAIN LOCATIONS OR REGIONS London and other locations across the Americas, Asia, Australia and Europe

AREAS OF ACTIVITY & JOB FUNCTION(S)
 Oliver Wyman is a global leader in management consulting. With offices in 50+ cities across 26 countries, Oliver Wyman combines deep industry knowledge with specialised expertise in strategy, operations, risk management, and organisation transformation. Our 4100+ professionals help clients optimise their business, improve their operations and risk profile, and accelerate their organisational performance to seize the most attractive opportunities.

Our challenging Consultant position offers exceptional career growth and opportunity to motivated and hardworking graduates. We do not require a specific academic major or industry experience.

GRADUATES SOUGHT Any discipline

STARTING SALARY Highly competitive

PATTERN OF RECRUITMENT/CLOSING DATE 25 October 2017

FORM OF APPLICATION CV and covering letter online

APPROX ANNUAL INTAKE No fixed quota

VACATION WORK/COURSES Yes

FOR VACATION WORK APPLY BY 10 January 2018






targetjobs.co.uk/employer-hubs

Operis Group Plc
 110 Cannon Street, London, EC4N6EU
TEL 020 7562 0400
EMAIL opportunities@operis.com
SOCIAL MEDIA Twitter - @OperisGroup

MAIN LOCATIONS OR REGIONS London, UK & Toronto, Canada

AREAS OF ACTIVITY & JOB FUNCTION(S)
 Operis is a specialist firm of consultants providing financial modelling expertise and related advisory services to financial institutions involved in major projects and structured financings, including P3s, infrastructure and energy transactions. Headquartered in London, UK, Operis was established in 1990 and opened an office in Toronto in 2014 which is growing rapidly. Its involvement in transactions includes building the financial models, auditing those built by others, and providing structuring advice. It is a leading independent provider of P3 financial advice in Europe, and is developing the same services in North America. The company comprises some 60 individuals with very strong academic backgrounds and a dedicated approach to their work.

GRADUATES SOUGHT Candidate requirements: Minimum 2:1 in a highly numerical degree; Effective communicator who can explain ideas and concepts; Internal teamwork is essential. Candidates must be happy to work in a co-operative and flexible environment; Self motivated and confident in working independently. Benefits


STARTING SALARY Competitive



PATTERN OF RECRUITMENT/CLOSING DATE Continuous

FORM OF APPLICATION Email application to opportunities@operis.com. CV. Cover Letter. Education Qualifications. If you require sponsorship

APPROX ANNUAL INTAKE 6

VACATION WORK/COURSES No



targetjobs.co.uk/employer-hubs

Kirsty Russell
Orrick, Herrington & Sutcliffe (UK) LLP
 107 Cheapside
 London EC2V 6DN
TEL 020 7862 4600
EMAIL recruitlondon@orrick.com
WEB www.orrick.com/careers/london/graduate-recruitment
SOCIAL MEDIA www.twitter.com/orrick AND
 www.facebook.com/orrickrecruiting

MAIN LOCATIONS OR REGIONS North America, Europe and Asia

AREAS OF ACTIVITY & JOB FUNCTION(S)
 Orrick offers the benefit of a major full service international law firm with the opportunity for training and learning in a mid-sized office environment. Orrick has earned a global reputation advising both established and emerging companies, banks and international financial institutions. Much of Orrick's client work involves cross-border transactions which have increased substantially in recent years with the development of the firm's network of global offices. Our business units include Corporate, Energy & Infrastructure, Finance, Intellectual Property and Litigation.

At Orrick, you will benefit from its core values of collegiality, integrity, excellence, enthusiasm and respect for individuality. As a member of a truly international team, your career development will include an extensive training programme, exciting and challenging work and mentoring.

GRADUATES SOUGHT Any discipline

STARTING SALARY £40,000 (2017)


PATTERN OF RECRUITMENT/CLOSING DATE Annual






FORM OF APPLICATION Apply online by 29 June 2018 for 2020

APPROX ANNUAL INTAKE 6-8

VACATION WORK/COURSES No – Open day only

OPEN DAYS Apply online



targetjobs.co.uk/employer-hubs

Parthenon-EY
 1 More London Place
 London, SE1 2AF
WEB www.parthenon.ey.com

MAIN LOCATIONS OR REGIONS London and Globally

AREAS OF ACTIVITY & JOB FUNCTION(S)
 Parthenon-EY is a global strategy consultancy. We are committed to using unconventional yet pragmatic thinking to deliver actionable strategies in order to help our clients navigate the ever changing business landscape and solve complex business matters, driving change for tomorrow's working world.

Through formal and on-the-job training and mentoring, Associates acquire valuable analytical and interpersonal skills that not only make them effective at Parthenon-EY, but also equip them with expertise applicable to any career they choose to pursue.

Associates contribute to projects in a multitude of ways: from market analysis, customer interviews to task force leadership. Parthenon-EY's non-hierarchical environment enables Associates to take initiative and drive their Parthenon-EY experience. Parthenon-EY employees enjoy unparalleled contact with influential and highly experienced professionals across a multitude of sectors. The London office focuses on Private Equity, Business Services, Education, Consumer, Healthcare, Industrials, Oil & Gas and TMT.

GRADUATES SOUGHT Any discipline

STARTING SALARY Highly competitive

PATTERN OF RECRUITMENT/CLOSING DATE Annual – Full time applications close 01/11/2017

FORM OF APPLICATION Online at www.parthenon.ey.com

APPROX ANNUAL INTAKE No fixed quota

VACATION WORK/COURSES Yes

FOR VACATION WORK APPLY BY 10/01/2018

RBB Economics



Dominika Cooper
RBB Economics LLP
 199 Bishopsgate, London, EC2M 3TY
TEL 0207 421 2410
EMAIL vacancies@rbbecon.com
WEB www.rbbecon.com

MAIN LOCATIONS OR REGIONS London, Brussels, Dusseldorf, Paris, The Hague, Melbourne, Johannesburg, Madrid and Stockholm.

AREAS OF ACTIVITY & JOB FUNCTION(S)

RBB Economics is an economics consultancy specialising in the application of economics to competition law. RBB is one of the largest competition economics practices in the world. Competition economics concerns the behaviour of firms with market power, and covers issues such as mergers, vertical agreements, joint ventures, price setting and other potentially abusive behaviour. RBB provides professional, independent economic advice on such matters. We are looking for consultants with a range of quantitative and analytical skills and an ability to communicate complex economic concepts in a clear and concise style. Entry level candidates should have excellent academic credentials, generally to postgraduate level, in economics and preferably an interest in industrial organisation.

GRADUATES SOUGHT Economics

STARTING SALARY Highly competitive

PATTERN OF RECRUITMENT/CLOSING DATE Continuous

FORM OF APPLICATION CV and covering letter

APPROX ANNUAL INTAKE No quota

VACATION WORK/COURSES Yes

FOR VACATION WORK APPLY BY Continuous



targetjobs.co.uk/employer-hubs

Trainee Recruitment Team
RPC
 Tower Bridge House, St Katharine's Way, London, E1W 1AA
TEL 020 3060 6000
EMAIL manifesto@rpc.co.uk
WEB www.rpc.co.uk/manifesto
SOCIAL MEDIA @lifeinalawfirm

MAIN LOCATIONS OR REGIONS London, Bristol, Hong Kong and Singapore

AREAS OF ACTIVITY & JOB FUNCTION(S)

If you're looking for a predictable career in a traditional firm then please stop reading now. At RPC you'll get a whole lot more.

Of course clients expect their lawyers to understand the law. But what they really want is advice from smart people who get the commercial context and can spot the business implications. On this measure, it's hard to find better than RPC; the UK's leading client satisfaction report regularly recognises us for the quality of our commercial advice, and has ranked us top overall out of all law firms twice in the last four years.

Combining this commercial outlook with some of the leading lawyers in their fields and great clients, we offer a depth of knowledge and creative approach to problem solving that few firms can rival. It's no surprise, then, that we're regularly praised in the leading directories for the quality of our training programmes.

GRADUATES SOUGHT Both law and non law

STARTING SALARY £38,000 (London)

PATTERN OF RECRUITMENT/CLOSING DATE Annual / 13 July 2018

FORM OF APPLICATION Online

APPROX ANNUAL INTAKE 12 (London)

VACATION WORK/COURSES Yes

FOR VACATION WORK APPLY BY 19 January 2018



targetjobs.co.uk/employer-hubs

Sky
 Grant Way, Isleworth TW7 5QD
EMAIL earlycareers@sky.uk
WEB www.SkyEarlyCareers.com

MAIN LOCATIONS OR REGIONS London, Yorkshire, Scotland

AREAS OF ACTIVITY & JOB FUNCTION(S)

28 years of experience. 22 million customers. Five countries. Sky, Europe's leading entertainment and communications business, is more than just television, mobile and broadband. With pioneering technology, innovative minds and forward-thinking teams, it makes the future happen.

People drive Sky's success. With programmes in Software Development, Technology, or Commercial (Finance, Marketing and more), Sky looks out for a whole host of different skills. What you need to succeed is the drive, passion and ambition to write your own career story – whatever your degree discipline. You'll be given lots of responsibility, with hands-on training and on-the-job learning. Add in flexible working, structured learning plans, competitive rewards and discounts, and you'll have everything you need to flourish.

GRADUATES SOUGHT Any discipline

STARTING SALARY Competitive

PATTERN OF RECRUITMENT/CLOSING DATE Refer to website for details

FORM OF APPLICATION Online

APPROX ANNUAL INTAKE 90+

VACATION WORK/COURSES Yes

FOR VACATION WORK APPLY BY Varies – see website

SULLIVAN & CROMWELL LLP



targetjobs.co.uk/employer-hubs

Ms Kirsten Davies
Sullivan & Cromwell LLP
 1 New Fetter Lane
 London EC4A 1AN
TEL +44 (0) 207 959 8900
EMAIL traineesolicitors@sullcrom.com
WEB http://careers.sullcrom.com/uk-trainee-solicitors

MAIN LOCATIONS OR REGIONS Asia, Australia, Europe and the United States

AREAS OF ACTIVITY & JOB FUNCTION(S)

S&C provides the highest quality legal advice and representation to clients worldwide. The firm comprises more than 875 lawyers who practice through a network of 13, highly integrated offices located in key finance centres in Asia, Australia, Europe and the United States. The London office, established in 1972, is perhaps unique in the scale, complexity and significance of the work carried out in an office of its size. Practice areas in which the UK qualified lawyers and trainees in the London office work include: leveraged finance, bankruptcy, capital markets, M&A and private equity, competition, project development and finance and tax.

GRADUATES SOUGHT Any discipline

PATTERN OF RECRUITMENT/CLOSING DATE Annual

FORM OF APPLICATION CV and covering letter

APPROX ANNUAL INTAKE 4–6

VACATION WORK/COURSES Yes

FOR VACATION WORK APPLY BY 12/01/18

Mavericks Non-conformists Revolutionaries

In other words,
our kind of people.

TTP provides solutions to problems that in many cases the industry is not yet aware exists. We identify solutions where new technology is able to satisfy a market need. We then develop the product.



ttp.com/yourfuture



targetjobs.co.uk/employer-hubs

Teach First

6 Mitre Passage, London, SE10 0ER
EMAIL faq@teachfirst.org.uk
WEB teachfirst.org.uk/recruitment

MAIN LOCATIONS OR REGIONS East of England, East Midlands, Greater London, North East, North West, South Coast, South East, South West, West Midlands, Yorkshire, Wales

AREAS OF ACTIVITY & JOB FUNCTION(S)

How much a person achieves in life should not be determined by how much their parents earn. Yet in the UK, it usually is. We want to change this by building a movement of leaders who change lives within classrooms, schools and across society.

Since 2002 we have been training and supporting outstanding graduates to do just that. Over 10,000 people have already joined our Leadership Development Programme and gone on to become inspirational classroom and school leaders, or energetic advocates for change through roles in business, the third sector and government.

Our two-year paid programme comprises world-class teaching and leadership training with a fully-funded Postgraduate Diploma in Education (PGDE) and leads to Qualified Teacher Status. It includes the option to top up the PGDE to a Master's degree that is specifically designed to further develop participants' effectiveness as leaders and teachers.

GRADUATES SOUGHT 2.1 degree or above required, in a degree or A-levels that satisfy our teaching subject requirements.

STARTING SALARY Competitive

PATTERN OF RECRUITMENT/CLOSING DATE Year-round applications, early submission recommended as subjects close as they are filled.

FORM OF APPLICATION Online

APPROX ANNUAL INTAKE 1,750

VACATION WORK/COURSES Alongside our graduate programme we offer a number of undergraduate opportunities including our Insight Programme – two weeks of paid work experience that provide the opportunity to find out what the Leadership Development Programme is really like.



targetjobs.co.uk/employer-hubs

ThoughtWorks

Jade Daubney
WEB www.thoughtworks.com
SOCIAL MEDIA #WhyThoughtWorks

MAIN LOCATIONS OR REGIONS Global – In the UK - London and Manchester

AREAS OF ACTIVITY & JOB FUNCTION(S)

ThoughtWorks is a global software company and community of passionate, purpose-led individuals. We think disruptively to deliver technology to address our clients' toughest challenges, all while seeking to revolutionize the IT industry and create positive social change.

Our people are what really make us different. We're a diverse bunch of curious individuals who value software excellence (championing things like Agile, Continuous Delivery and Lean Enterprise) and we also recognise how our work can have an impact on the world.

Join our graduate programme, which includes five weeks at ThoughtWorks University, India. You will learn, work and play with other graduates from all over the world, to help prepare you for your first project. And guess what? It's on us!

GRADUATES SOUGHT Any discipline

STARTING SALARY £32,000–£34,000

PATTERN OF RECRUITMENT/CLOSING DATE Continuous

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- Computing & IT
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•																									20–25	•	Anglia and the east
•																									Multiple	•	London/South-east
																									40–45	•	South-west England
•																									130–150	•	The Midlands
•																									No set quota	•	North-east England
•																									Flexible	•	North-west England
•																									10+	•	Wales
•																									No set quota	•	Scotland
•																									10	•	Northern Ireland
•																									30+ global	•	
•																									London: 14 Paris: 1–2	•	
•																									70	•	
•																									4–6	•	
•																									20	•	
•																									352	•	
•																									50	•	
•																									10	•	
•																									c.6	•	
•																									80	•	
•																									20	•	
•																									50	•	
•																									30	•	
•																									c.45	•	
•																									4–6	•	
•																									No set quota	•	
•																									40	•	
•																									500–600	•	
•																									20–25	•	
•																									40	•	
•																									No set quota	•	
•																									No set quota	•	
•																									6	•	
•																									6–8	•	
•																									No set quota	•	
•																									12	•	
•																									90+	•	
•																									4–6	•	
•																									1,750	•	
•																									25–30	•	
•																									100	•	
•																									40–50	•	

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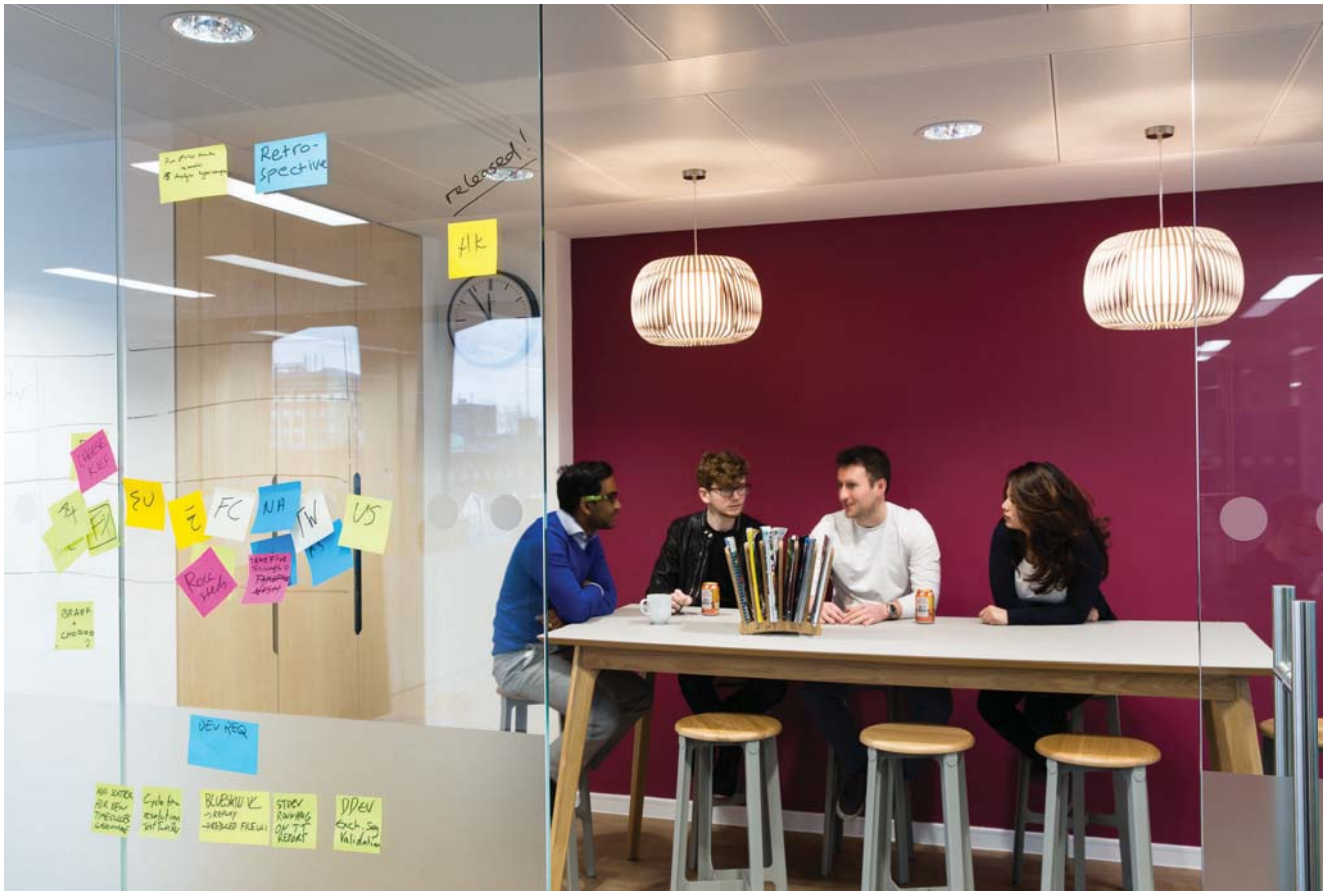
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