

Careers and Working in the UK

A pocket-sized guide

A customised version of the Orientation
Programme presentation

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Careers, Job hunting & Working in the UK*for international students*

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Welcome

...to The University of Manchester



Welcome....to your Careers Service

www.manchester.ac.uk/careers



... "if there is one important message
I would share with new international students
arriving in the UK,
it would be....."

1. Understand how the job market operates.....



The UK employer mindset

.... employers look for:

- Skills - eg) Leadership, Team working, Initiative,
- Experience of work & commercial awareness

- Confidence & communication
 - Ability to market yourself to employers
 - English language development
- Cultural exposure - Real involvement with others

- Proactive job hunting & making things happen
- Motivation & careers insight

An increasingly global perspective amongst recruiters

Employability

- what do employers want to see?

Specialist knowledge

- relevant modules,
- relevant dissertation

Interpersonal skills –Team-working / leadership

- group project, volunteering, other interests, developed networks, active in societies

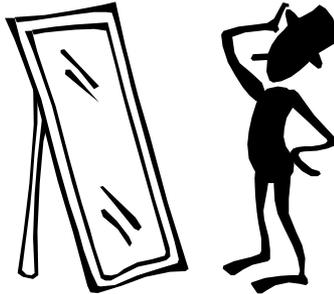
Business / Industry

Commercial awareness

- Follow industry developments,
- Network with employers,
- Online communities

Academic ability

- results



Self awareness

- Career planning,

Drive / initiative / analytical ability

- Outside interests, experience
- Dissertation project, MLP

Relevant experience

- volunteer, network

International mindset

- Language development, experience
- cultural integration

Job Search Strategies

- Marketing yourself effectively & developing evidence of your skills
- Professionalism, networks

Timeframes

June onwards
– targeting graduates
graduate fairs

Feb – May

-Year round recruiting continues
-Smaller companies/
specialist posts

Jan. – some international graduate recruiting starts

Dec / Jan. – popular closing dates

START

Oct. onwards

– new recruiting year

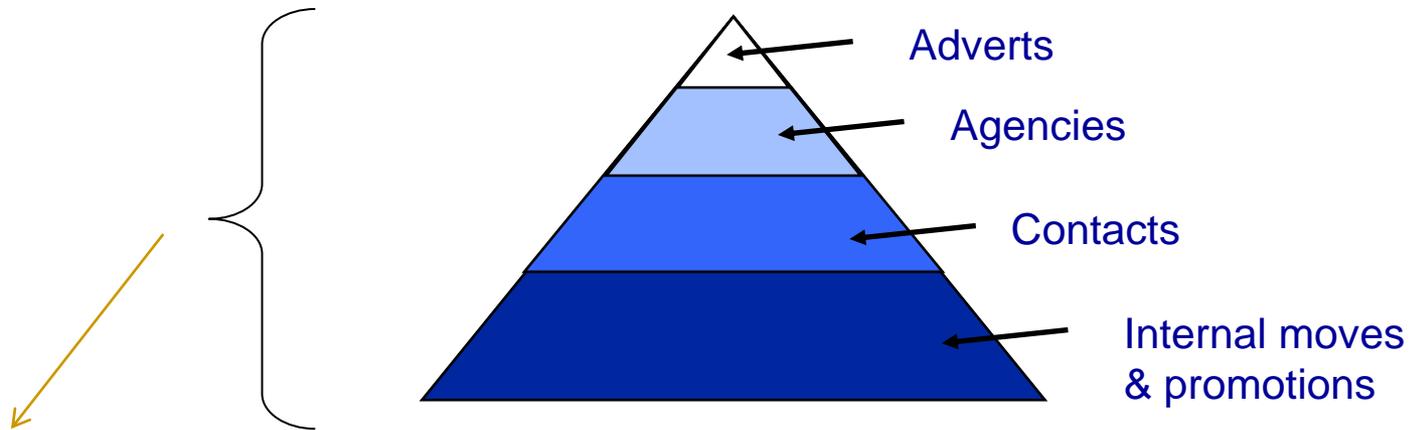
Nov. – graduate fairs, campus activities, both UK & international. *Internships too.*

Has been a move to year-round recruiting – but check opening dates, not closing dates as many firms fill vacancies early!

The global graduate job market



Where Are All The Jobs ?



“Use a variety of job hunting techniques & be proactive”

“Use Careerslink to hear about the latest jobs”

Research your career area... some career sectors recruit differently”

The importance of networks and staying connected”

2. Boost your experience levels.....



“We cannot find you a job, but we will help you to find out about what jobs are available, how to apply for them, and how to make things happen for you”.

Every year...

Over **7000** vacancies on our website
Both graduate jobs and work experience
Including approx. **500** overseas

www.manchester.ac.uk/careers/students/findingwork

www.manchester.ac.uk/careers/students/careerslink/

Working as a student

Part time work, placements, internships

- Your careers service advertises hundreds of these jobs from October onwards
- www.manchester.ac.uk/careers/workexperience

Part time jobs/opportunities using your language skills

- International Talent
 - www.manchester.ac.uk/careers/internationaltalent
-

Working as a student

Things you should know:

- **Minimum wage**

From October 2011, is £6.08 for 21yrs+ and £4.98 for 18-20yr olds.

- **National Insurance number**

You will need to obtain a National Insurance number if you are going to work. Ring the National Insurance Contact Centre on 0845 6000 643 to apply for one

- **Legal rights**

Find out your rights as a UK employee

More about these at:

www.manchester.ac.uk/careers/workexperience

Developing skills, confidence and commercial awareness

Local volunteering-

- Browse volunteering opportunities on our website
- Manchester Leadership Programme

Employer run talks & workshops-

- Insight workshops & employer skills sessions



3. Make the experience count!



International employability?

UK study can develop:

- ❑ Language fluency
 - ❑ Confidence
 - ❑ Effective communication skills
 - ❑ Business & working experiences
 - ❑ Cultural awareness / open mindedness
 - ❑ Independence, motivation & adaptability
-
- We can help you..... But it's up to you to make this happen!



“ Excellent English language fluency, cultural adaptability and communication skills are often important criteria for recruiters”

“We expect international students to take active steps to make the most of their UK experience”

(Comments from employers – 2011)

4. Market yourself effectively.....



Applications / interviews

“It's about re-thinking your approach to CVs... it is your marketing document of evidence and relevant experience”.

We offer:

- Advice on your CV, covering letter, application form - quick query advisers
 - Lots of examples to look through
 - Talks, workshops and videos/DVDs
 - Hear from visiting employers
 - CV School -
www.careers.manchester.ac.uk/students/international/cvs/
 - Interview, testing & assessment centre support available too
-

Finding out about yourself & making decisions

- Appointments available with careers specialists (book in advance)
- Consultants specialising in your degree subject/ career area of interest
- A range of take away literature, computer packages and information about different careers

www.careers.manchester.ac.uk/students/options/sectors/

5. Get to grips with work visas.....



The legalities of UK working

Common Questions -

- Can I work whilst studying?
- What are the options for working in the UK after graduation?

Find out more at:

www.manchester.ac.uk/careers/international

Can I work in the UK?

■ As a Student? - YES

- with a restriction stamp in your passport you can work while you are registered as a student.

(Limited to 20 hours per week during term-time for degree students)

- **After graduation? - Not automatically!**
 - Need an employer-sponsored work visa under Tier 2

Conditions:

- The employer must be on the Sponsor Register
- Minimum salary for the post (£20,000+)
- "Graduate level" job (defined by UKBA)
- Employer completes a labour market test.

New for 2011/12 - coming soon!

- No need for a labour market test - if job offer before student visa expires (*launched in December 2011?*)
 - NB) Post study work visa - closes in April 2012.
-

Work visas - find out more

*This is a complicated area and one that you **must** investigate.*

- The UK Border Agency
www.ukba.homeoffice.gov.uk - The UK Government's official site for the latest information
- The International Advice Team
www.studentnet.manchester.ac.uk/crucial-guide/academic-life/immigration/ - University help & official advice to make sense of things
- The Careers Service pages for international students
www.manchester.ac.uk/careers/international - a good starting point to the latest info sources, and the views of employers.

6. Make the most of what's on offer....and stay flexible



- “It’s great to have an excellent career service, but it’s essentially about what you do whilst you are here that counts”
- “in a competitive climate, many graduates have to explore alternative ways to break into the job market”
- “stay connected... and don’t neglect job hunting in your home country too” -

www.careers.manchester.ac.uk/students/international/workinginyourhomecountry/



Comments from our Manchester alumni

What next?

Orientation

See our website:

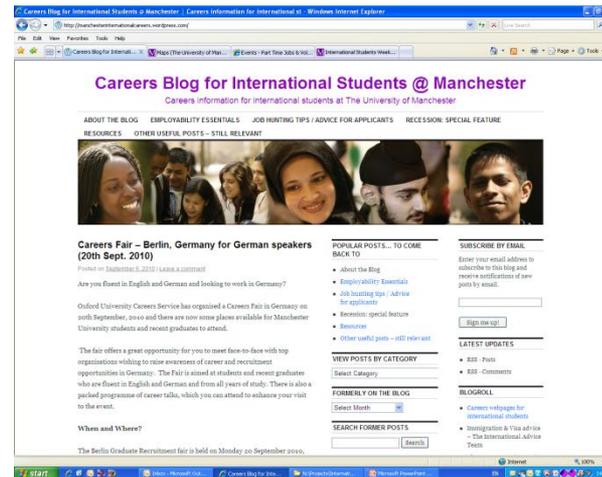
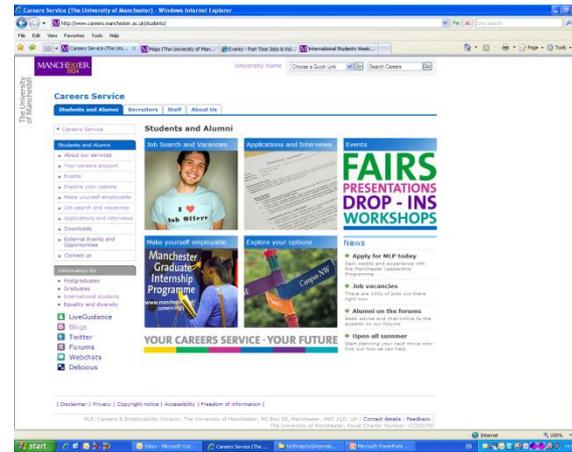
www.manchester.ac.uk/careers

Bookmark our international students pages

www.manchester.ac.uk/careers/international

Keep up to date with the blog

www.manchesterinternationalcareers.wordpress.com



What next?

Visit us on Facebook:

<http://on.fb.me/o5Ckz4>

Use the networks

www.manchester.ac.uk/careers/indianetwork



Where are we?



Crawford House,
Booth Street East,
(Opposite the
Aquatics Centre)

www.manchester.ac.uk/careers

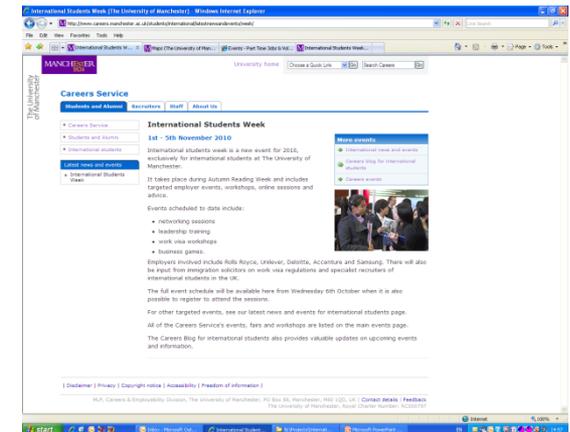
Coming up:

International Students Week (sessions online soon)

- 31st October - 4th November, 2011
- www.manchester.ac.uk/careers/internationalweek

Manchester Gold Mentoring programme

- Mentors from overseas
- China & India e-mentoring strands
- www.manchester.ac.uk/careers/mentoring



"Last year I was busy attending all kinds of seminars held by the Careers Service. I did ask a lot of questions and what is amazing is that you are always there for me.

You helped me a lot along the way. I would have no idea that Deloitte China was recruiting in the UK without your help!

So please let me thank you for all your generous help!
I appreciate it a lot!"

See you soon!



So enjoy your time in Manchester and for more information on a range of subjects, check out the [Crucial Guide](#)