

Level 6 BEng & BSc CV's & Jobs

Next summer - not that far off

What type of job/role do you want?

- graduate job
- graduate scheme
- normal role
- contract
- further learning

- guest lecturers over the year
will help give insight

- Remember you might not get your dream job straight away
but that doesn't mean you shouldn't apply for it
think about other routes to get there

- suppliers
- smaller companies
- further training

- Start looking ASAP (while you have no assignments)

- some graduate schemes will shut before Christmas or without warning
- talk to lecturers, past students etc. for further insight

Remember whatever stream the basis is a mechanical engineering degree.

Do research!!

- location
- salary
- perks
- career progression

All useful to know in an
interview situation.

Understand about Engineering Charteredhip & why it's important within the industry

Good job websites

- prospects.co.uk
- gradcracker.com
- targetjobs.co.uk
- jobs.ac.uk
- monster
- milkround
- totaljobs.com
- motorsportjobs.com

- check regional job agencies
- check engineering contract agencies
- Select Engineering
- Jonathon Lee

Steps in the job applying process

- complete application form / & submit CV

At each step your answers, appearance & attitude will be assessed.

- online tests (psychometric)
- interviews
 - group assessment
 - individual
 - phone interview

Step 1 - Application form & CV

- Read the job description closely - what specific requirements have they got? - what are they looking for in applicants

- Start with producing a CV, it can help with filling out applications

CV's important information

Personal Information

- Full name
- Address - home or term address
- Email - how professional?
- Phone Number - mobile or landline

Personal Statement - selling yourself

- individual for each job
- needs to stand out
- should answer the job description

- think about the language you use - positive

- description
- clear & concise

Qualifications - doesn't need to list every individual award

- mention specific relevant ones
- newest qualification first

Employment History - newest first

- think about transferrable skills
- don't worry about gaps

Other interests/interesting facts - driving licence status

- languages spoken/written
- anything else that demonstrates your personality.

References - one academic

- one non-academic
- not a relation

- remember to ask them if they are happy to be your reference