



**Employment
and Skills
Board**



**WHAT CAREERS
ARE OUT THERE
FOR ME?**

**WHAT SKILLS DO
I NEED FOR MY
DREAM JOB?**

**WHAT SHOULD
I DO NEXT?**

**HOW MUCH CAN I
EARN IN ESSEX?**



WHAT'S YOUR THING?

**A Guide to Careers and Job Opportunities
for Young People in Essex 2017-18**

HOW TO USE YOUR BOOKLET

What do you want to be when you're older? It's not always the easiest question to answer, especially without knowing what jobs are out there. We are not here to tell you what to do, we are here to show you everything you could do, right here in Essex!

This is your booklet! It is designed to tell you about seven sectors that you could work in. These sectors have been identified as being really important for Essex because of their contribution towards economic growth or because they support the well-being of residents. These sectors all have lots of job vacancies and great career pathways too.

For each sector, find out about the money you could earn, the jobs you could get, the skills you will need for your career and the different ways to enter the sector of your choice. We have given you lots of information in this guide, but you can learn more about any of the roles or the sectors in this booklet by using the useful links at the end of each section!

The Essex Employment and Skills Board (ESB) are a group of employers and educators who are determined to make sure that Essex's residents have the skills they need to fulfil their potential. This booklet contains information for Essex, Southend-On-Sea and Thurrock, but throughout the booklet we simply refer to all three of these areas as 'Essex'.

ADVANCED MANUFACTURING & ENGINEERING	3
CARE	9
CONSTRUCTION	14
FINANCIAL & RELATED SERVICES	19
HEALTH	24
IT, DIGITAL & CREATIVE	29
LOGISTICS	35
MY SKILLS, MY FUTURE!	41
WHAT'S NEXT FOR ME?	42

WIN A £50 AMAZON VOUCHER!



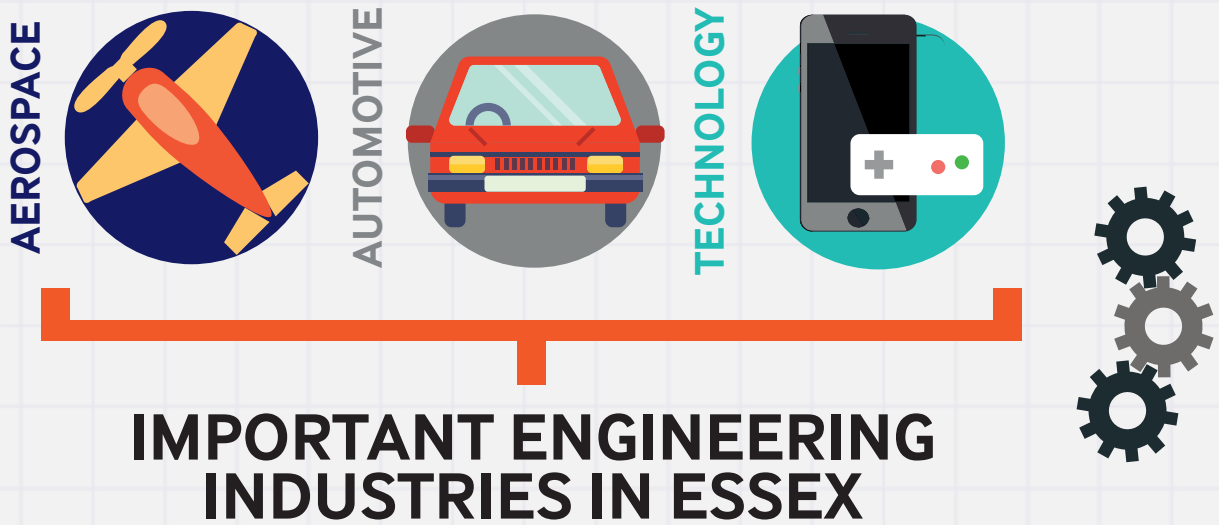
Complete the feedback form at the back of this booklet for your chance to win a £50 Amazon gift voucher and £500 for your school!

Fb: /ESBEssex Twitter: @EssexESB E-mail: theboard@essexesb.co.uk



careers and opportunities in **MANUFACTURING & ENGINEERING**

Did you know that [the UK is actually the 11th strongest manufacturing nation in the world!](#)
The advanced manufacturing and engineering sector is massive, but we have broken it down into the different industries below that you could pursue an exciting career in. Have a look at some of the unique opportunities that this sector has to offer and learn loads of impressive facts in this section!

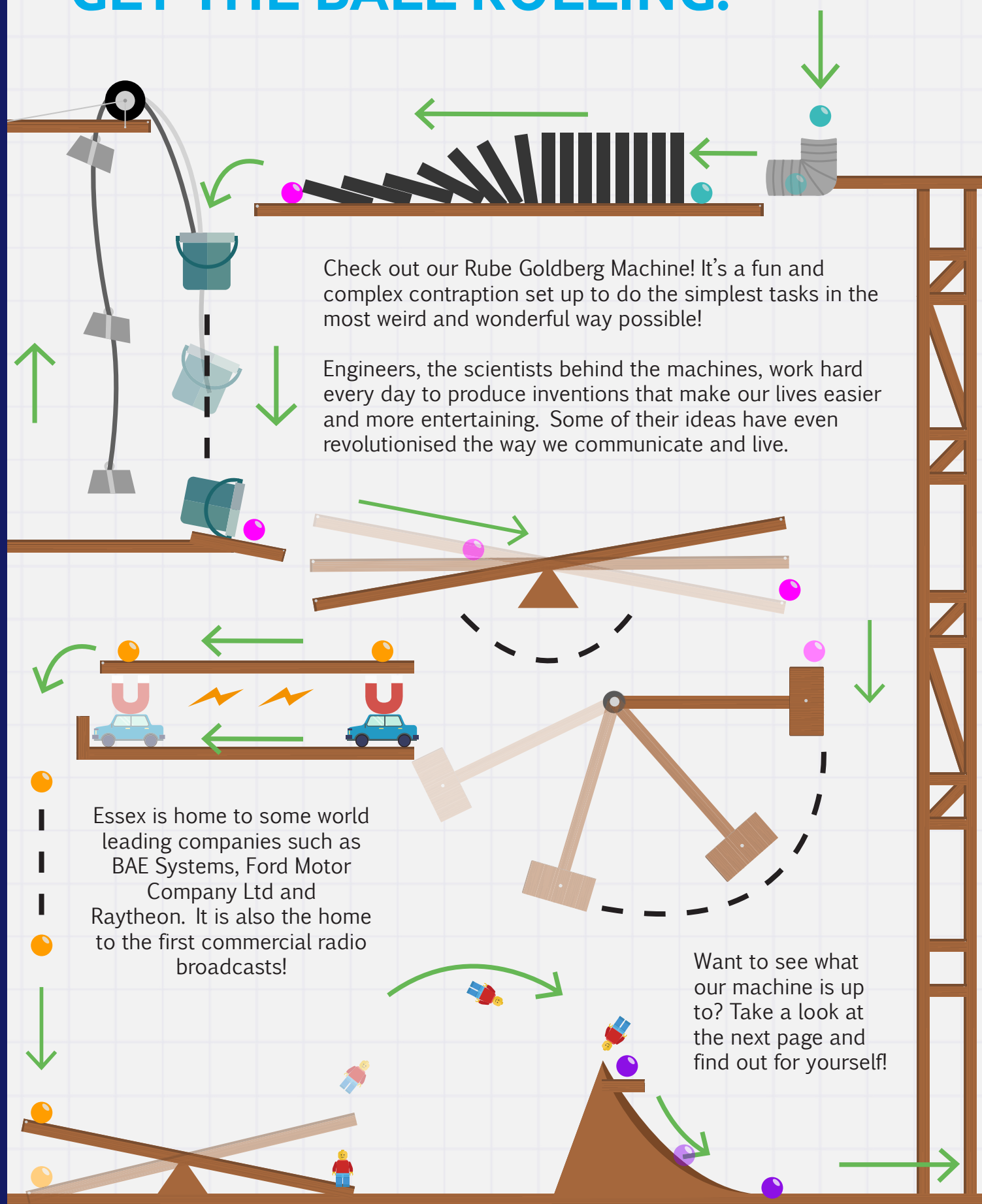


SEEING GREEN FROM SPACE!



Chelmsford-based engineering company, Teledyne e2v, are manufacturing image sensors for the European Space Agency so they can study plant health and stress from space!

IT'S TIME TO GET THE BALL ROLLING!



Check out our Rube Goldberg Machine! It's a fun and complex contraption set up to do the simplest tasks in the most weird and wonderful way possible!

Engineers, the scientists behind the machines, work hard every day to produce inventions that make our lives easier and more entertaining. Some of their ideas have even revolutionised the way we communicate and live.

Essex is home to some world leading companies such as BAE Systems, Ford Motor Company Ltd and Raytheon. It is also the home to the first commercial radio broadcasts!

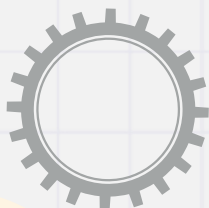
Want to see what our machine is up to? Take a look at the next page and find out for yourself!

Both Basildon and Braintree have over 7,000 people working in the advanced manufacturing and engineering sector. That's 2,000 more than any other district in Essex!

In 2015, engineering directly provided around 5.7 million jobs and supported **10+ million** in employment in the UK!



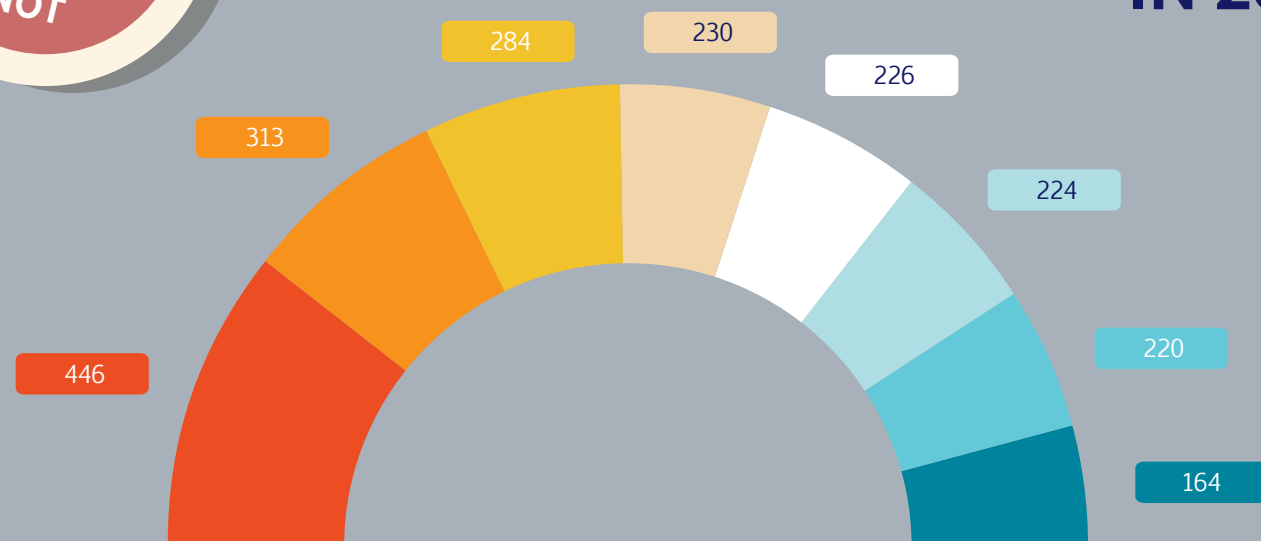
82% of all advanced manufacturing and engineering companies in Essex have between 0-9 employees. Only 1% have more than 250 employees in their business - but all of these companies are looking for someone with the right skills to join their team!



See the gauge below? This chart tells you all about which advanced manufacturing and engineering positions in Essex have the most availabilities and which are advertised less, making them more competitive.



15,500+ ESSEX JOB VACANCIES IN 2016



- Maintenance Engineer
- Production Worker
- Electrical Engineer
- Electronics Engineer
- Mechanical Engineering
- Mechanical Design Engineering
- Welder
- Quality Engineer

Less competitive



More competitive

WHAT'S OUT THERE FOR ME?

There are hundreds of opportunities available in this sector. We will only show you seven for now, but take a look at some of the different roles in advanced engineering and manufacturing and search online for [Tomorrow's Engineers](#) if you're looking for something else within this sector!



Aerospace Engineer £28k - £45k+

Sounds cool right?! Well, it is. Participate in flight test programmes, apply science and technology to create aircraft equipment and even design aircraft mechanics on computer systems. Aerospace Engineers help create the safest and most efficient aircraft.

Automotive Engineer £22k - £30k+

Design, develop and produce! The world of vehicles is waiting for its next Automotive Engineer to build prototypes and test performance and safety features. They also get to inspect and test drive vehicles and need to create the latest designs to suit their customers, their company and government requirements.



Mechanical Engineer £20k - £28k+

Most industries rely on a form of mechanical systems and mechanical engineering to produce and repair a whole host of products. We're not just talking about engines either - we mean from the most intricate, to the most powerful creations: mechanical hearts, production processors and medical robots.

Chemical Engineer £29k - £35k+

Like a real magician, these people use science and chemicals to change the build of things to make products... like changing oils into plastics! Chemical engineers have to make sure their lab is completely clean and regulated in order to make the best parts ready to be manufactured.

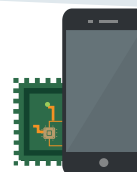


Product Manager £30k - £40k+

With every project someone needs to oversee its production and execution. Product Managers ensure that things are in order from health and safety and regulation requirements to ensuring team targets are met. They oversee the product from assisting the plan to the big launch!

Electronics Engineer £21k - £29k+

Phones, nanotechnology, robotics or sound - the choice is yours! All of these areas have Electronics Engineers to develop solutions to problems using technology and monitor the day to day operations of its construction. Your laptop didn't build itself, you know!



Engineering Geologist £21k - £23k+

Any idea how to build a 25 mile rail tunnel underwater? This was one of the big challenges when creating the Eurostar tunnel between England and France. Engineering Geologists solve engineering problems involving geological hazards and ground conditions, making sure the whole project will be successful.

49,500+



employed in the sector in Essex.

4,300+

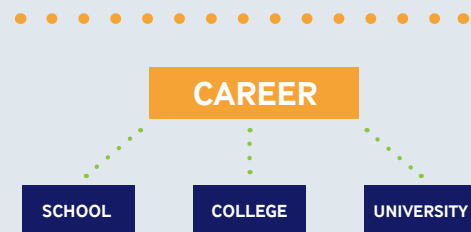


enterprises in the sector in Essex.



There were over 15,500 job postings across the sector in Essex in 2016.

Production and Process Engineering is in particular demand in Essex. This occupation has been identified as a national shortage occupation for three years since 2013.



This sector really values every qualification, so how you enter the industry is up to you. Whether you take an apprenticeship, a BTEC, an NVQ, or go to University, there are plenty of opportunities to get into this sector.

WHERE IN ESSEX?

Gear up for a look at some of the amazing advanced manufacturing and engineering companies in your area, and see how many vacancies were posted across Essex in 2016.

VACANCIES BY DISTRICT



LOCAL BUSINESSES

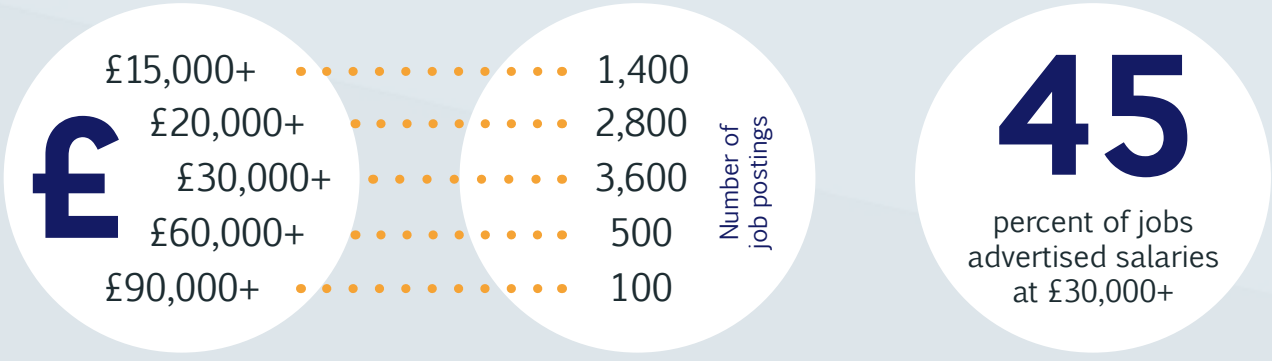
BASILDON -Alucraft Ltd. -Konica Minolta -Leonardo	BRAINTREE -Crownlea Group -FSE Foundry -Precision Aero space Eng.	BRENTWOOD -Knight Precision Engineering -LSA Civil Eng. -Revolve Eng.
CASTLE POINT -APH3G Ltd. -Electroglass Ltd. -Elmsleigh Engineering Ltd.	CHELMSFORD -AECOM -Denward Manufacturing -Teledyne e2v	COLCHESTER -4D Engineering -K J King Metalwork -Millrite Engineers
EPPING FOREST -Atkins Electrical -Ponting Engineering Ltd. -Wedge Civil Eng.	HARLOW -Air Industrial Equipment Co. -GSK -Raytheon	MALDON -Beckwith & Son Engineering -Maldon Marine -RM Engineering
ROCHFORD -Mistral Eng. -Ipeco Holdings -Scientific Electro	SOUTHEND -Hi-Tec Sports UK -Olympus KeyMed -Protocon	TENDRING -A&R Engineering -DDSL Ltd -Dicol Precision Eng.
THURROCK -ET Marine & Industrial Eng. -Joseph Gallagher -ST Engineering	UTTLESFORD -BPH Rail & Civil Eng. -Inflite Group -Maleon	

ADVERTISED IN ESSEX

OCCUPATIONS

Design Engineer | Electrical Engineer | Welder | Metal Worker
Chemical Operative | Routine Inspector | Engineering Technician
Production Manager | Process Engineer | Planning Technician

SALARIES



TOP SKILLS ESSEX EMPLOYERS ARE LOOKING FOR...

Validation | Welding | Wiring | Analogue Design | Hand-Tools
Technical Support Packaging | Mathematics | Machining | CAD
Electrical Design | Business Management | Software Testing | C++

WHAT NOW?

Sounds good, right?! So what can you do to kick start your awesome career in advanced manufacturing and engineering? There are lots of places for you to find out more:

- Imagineering - imagineering.org.uk
- e2 - young-engineers.co.uk
- Tomorrow's Engineers - tomorrowseengineers.org.uk
- Womens Engineering Society - wes.org.uk

Also, remember that gaining skills through experience is really important. Whether you are on a college course, an apprenticeship, or undertaking voluntary work, employers will always want to hear about your knowledge and skills!





careers and opportunities in the **CARE SECTOR**

The care sector is a big industry in Essex - 28% of all apprenticeships started in Essex were in the health, public services and care sector. So why is it so popular? Probably because the care sector is one of the most rewarding areas to work in, allowing you to make a real difference to the people who need it most and develop true friendships along the way!

1.3K

different care
businesses
across Essex

2m

new workers
needed in health
and care in UK
by 2022

137K

people will need
care support in
Essex by
2030



What do these four have in common?

Like everyone, they need someone to be there for them. Across a wide range of personal circumstances, from mental health and physical disability to child support and elderly care, there are thousands of people who need your support. This section will show you what the care sector in Essex has to offer and give you all the latest information too.

THE CARE ACT

The latest Care Act (2014) is a pretty big deal. In fact, it is a law which is changing the way that social care is provided across the UK by local councils. Local councils are some of the biggest employers in the care sector so this document ensures that they can give the very best service to the people in their area.

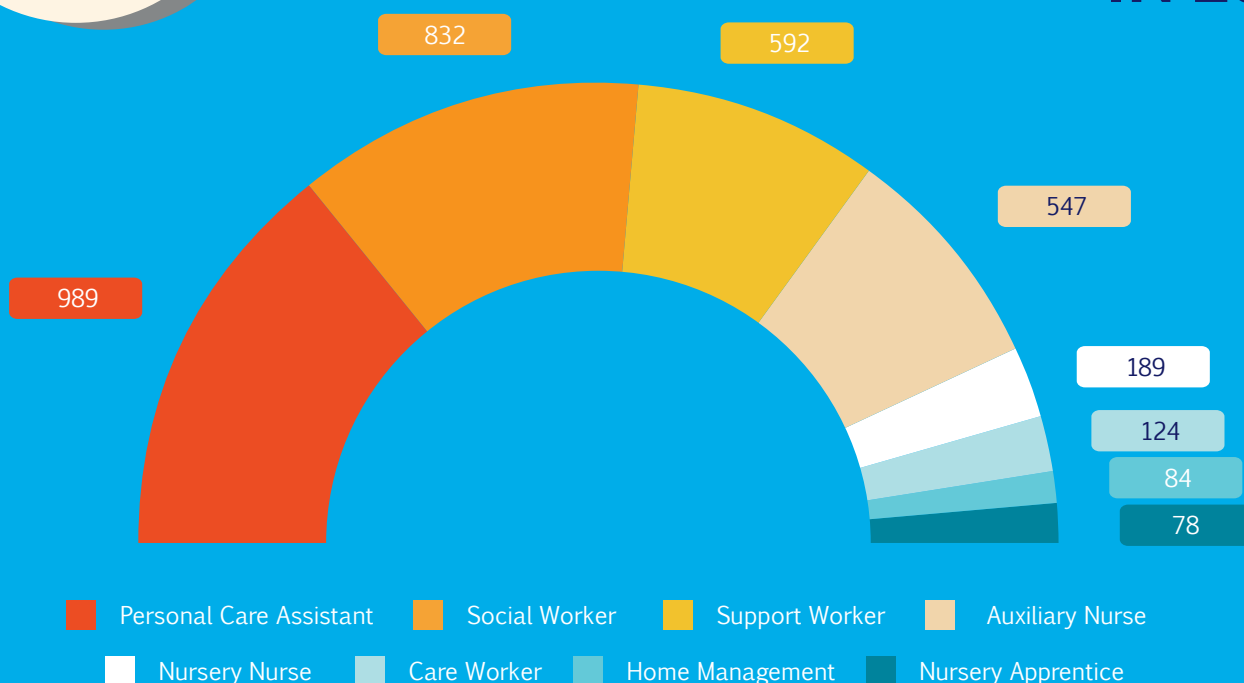
What it says:

- Councils should introduce more services that prevent problems, not just treat them.
- Services will start working together more to provide better care.
- Councils now get support in keeping adults safe from abuse and neglect.
- Councils should give advice on care to everyone who wants it.

This is just one of the ways that care is changing in Essex. Now take a look and see what kind of positions are available in the care sector.

WHAT'S
HOT
&
WHAT'S
NOT

7,000+ ESSEX JOB VACANCIES IN 2016



Less
competitive



More
competitive

WHAT'S OUT THERE FOR ME?

There are hundreds of opportunities available in this sector. We will only show you seven for now, but take a look at some of the different roles available in care and search online for [HSCIC](#) if you're looking for something else within this sector!



Social Worker £26k - £33k+

Social Workers work with people and families to support them through difficult times and make sure that they are safe. They offer information and advice to families to help them through financial, mental health, physical health or legal issues.



Youth Worker £20k - £30k+

Your childhood can affect what you do in life and everyone deserves the opportunity to do their best. Youth Workers give support and encouragement to children and teens in their personal and academic life, as well as give them an opportunity to talk to someone about what makes them happy or unhappy.



Activities Coordinator £16k - £26k+

Activity Coordinators are responsible for developing an activity plan for care home residents which will stimulate new interests and skills and meet their individual needs. Put the fun in people's lives with the events you organise and deliver.



Equality and Diversity Officer £18k - £25k+

Everybody's equal but, unfortunately, not everybody's treated that way. Equality and Diversity Officers support those who have been discriminated against - in any way: age, race, gender, religion. These officers deal with the issues and take action to prevent them happening in the future within schools or companies.



Care Assistant £12k - £18k+

Simple tasks like getting food or making a bed can make a lot of difference to the people that can't do them for themselves. Care Assistants help make someone's day to day living a little easier by making sure they are happy and safe; what could be more rewarding than that?



Community Development Worker £15k - £26k+

Community Development Workers look to improve the communities people live in. Finding out the issues people face in their community, bringing them together, providing them with valuable activities and making their home a better place.



Psychotherapist £27k - £34k+

A Psychotherapist has a good understanding of how the mind works so that they can treat emotional problems and mental health conditions. They are trained to listen and help a person to find out what is causing the problem, and how to resolve it too.

How many people work in the care sector in the UK? Well, it's only a bit more than the Essex population (1.4 million). Sounds like a lot, but the sector is struggling to meet the needs of the UK population! **One in eight people in the UK are not getting the support they need.**



The care sector desperately needs more skilled people entering it, could you be one of them?

Care companies are more likely to employ lots of people. This means that there are plenty of opportunities for career progression!

Nearly one third of the adult social care workforce is in London and the South East - nearly 300,000 people - which is more than all of the Southend and Castle Point residents put together.



As long as you want to give your help to someone who needs it, then the care sector could be for you. This industry relies on people who can prove their skills. To do that, the options are limitless: from apprenticeships to degrees and everything in between.

Essex is already home to 300,000 over-65s; imagine how many people will need you to give your help!

WHERE IN ESSEX?

Essex is actually a pretty big place so there are lots of opportunities here for you! Have a look at the amount of positions available in 2016 and some of the care companies located close to where you live.

VACANCIES BY DISTRICT



LOCAL BUSINESSES

BASILDON <ul style="list-style-type: none">-Basildon Council-Companion Care-Willbrook Family Centre	BRAINTREE <ul style="list-style-type: none">-Bluebird Care-Caring 4 U-Kilkee Lodge	BRENTWOOD <ul style="list-style-type: none">-Brentwood Care Centre-CareCo-Crossroads Care
CASTLE POINT <ul style="list-style-type: none">-Carers Choices-Hopes Green Care Homes	CHELMSFORD <ul style="list-style-type: none">-Essex County Council-Forest Homecare-YMCA Chelmsford	COLCHESTER <ul style="list-style-type: none">-NHS North East Essex-Pathways Care-Right Care
EPPING FOREST <ul style="list-style-type: none">-Closer than Close Homecare-Epping Babysitters-Epping Nursery	HARLOW <ul style="list-style-type: none">-ECL Wellbeing Hub-Mears Group-Mind West Essex	MALDON <ul style="list-style-type: none">-Firstlings Ltd.-Goldsborough Home Care-Longfield
ROCHFORD <ul style="list-style-type: none">-Coachman Court Assisted Living-Runwood Homes	SOUTHEND <ul style="list-style-type: none">-Age UK-Strathmore Care-Vibrance Care	TENDRING <ul style="list-style-type: none">-Aldanat Care-Spring Lodge-Teen Talk
THURROCK <ul style="list-style-type: none">-Bluebell Court-John Stanley's Care Agency Ltd-Thurrock Fostering	UTTLESFORD <ul style="list-style-type: none">-Caremark-Hargrave Care Home-Uttlesford Carers	

ADVERTISED IN ESSEX

OCCUPATIONS

Care Worker | Nursery Nurse | Play Worker | Care Companion
Childminder | Youth & Community Officer | Social Service Manager
Probation Officer | Child Officer | Senior Carer | Care Manager

SALARIES

£15,000+	1,800
£20,000+	850
£30,000+	1,150
£60,000+	150
£90,000+	10

Number of job postings

28
percent of jobs
advertised salaries
at £30,000+

TOP SKILLS ESSEX EMPLOYERS ARE LOOKING FOR...

Communication | Planning | Supervision | Writing | Teaching
Staff Coordination | Leadership | Computer Skills | Team Work
Budgeting | Research | Listening | People Skills | Initiative



WHAT NOW?

Sounds good, right?! So what can you do to begin your career in care? There are lots of places for you to get your hands on even more information:

Community Care - communitycare.co.uk
HSCIC - hscic.gov.uk
Skills for Care - skillsforcare.org.uk

Also, remember that gaining skills through experience is really important. Whether you are on a college course, an apprenticeship, or undertaking voluntary work, employers will always want to hear about your knowledge and skills!



@EssexESB #WYT
theboard@essexesb.co.uk



Employment
and Skills Board



careers and opportunities in **CONSTRUCTION**

STOP THERE!



Construction isn't a last resort!

Construction isn't just for men!

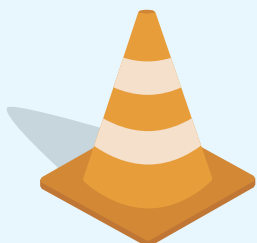
Construction isn't just about putting bricks on more bricks!

In fact, you won't see a single brick in this booklet and construction is one of the most diverse sectors in the UK, with over 16,000 businesses in Essex alone! You can see some of the various roles that you could do in construction further on in this section, but first, let's get a bit more of an idea as to how important this sector is!

12K
job postings
were available
in 2016
in Essex

In 2014,
construction
contributed
£103bn
to the UK

6.2%
jobs in the UK
were in
construction
in 2015



CONSTRUCTION IS ONE OF THE FASTEST GROWING SECTORS IN ESSEX!

**CONSTRUCTION HAS
MORE THAN 64,000
EMPLOYEES ACROSS ESSEX
THAT'S GREATER THAN THE
POPULATION OF MALDON!**

New technology and equipment, as well as legislative changes, will make a big difference to construction. What does this mean? It means that employers will be looking for people with the right skills to fill the many new opportunities that will be available.

South Essex College's Basildon campus has opened a new construction centre in January this year (2017). This provides even more places for you to train if you are interested in getting involved in construction.

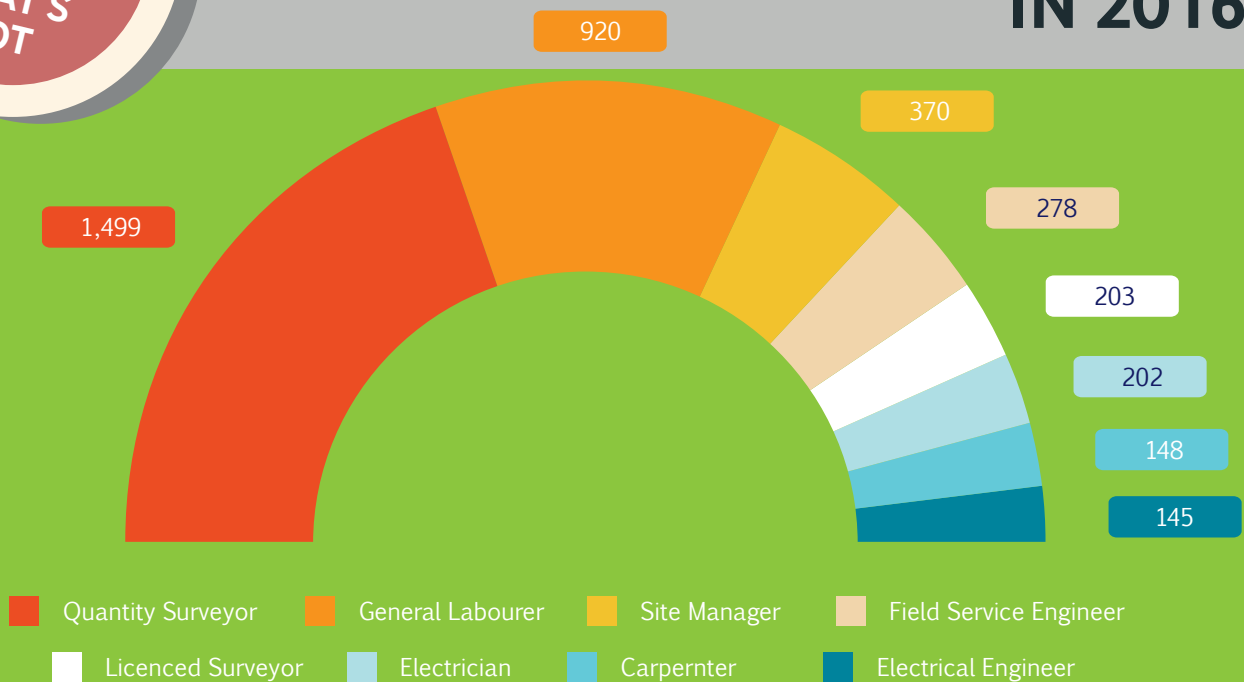
CONSTRUCTION

Construction output in the East of England (that includes Essex!) is set to grow on average by 2.3% every year until 2020! That means more houses and developments every year that need more employees.



**WHAT'S
HOT
&
WHAT'S
NOT**

12,000+ ESSEX JOB VACANCIES IN 2016



Less
competitive



More
competitive

WHAT'S OUT THERE FOR ME?

There are hundreds of opportunities available in this sector. We'll only show you seven for now, but take a look at some of the different roles available in construction and search online for [Go Construct](#) if you're looking for something else within this industry!



Water Network Operator £17k - £25k+

Water Network Operators are the construction heroes that build systems that clean our water and direct it straight to our homes. Not only do they do this, but they also provide consultation and work with designers and engineers to maintain the intricate systems.

Rural Surveyor £25k - £40k+

Rural Surveyors transform muddy fields into goldmines! These land managers value property and assets and plan and develop land use. Data is their secret weapon, gaining as much information on their area as possible to exploit it for maximum results.

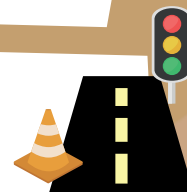


Steel Fixer £20k - £35k+

You know what's stronger than a solid steel support beam? The people that use them to reinforce sky-scrapers and bridges. Sometimes, a building needs a little help to keep standing tall, Steel Fixers use steel constructs and practical skills to make these buildings stronger than ever.

Road Worker £15k - £24k+

It's just building roads, right? Well, no. Road Workers are responsible for a whole lot more: laying drains, kerbs and pipes, digging trenches, painting road markings and integrating traffic lights and other signals so that traffic can move smoothly.



Demolition Operative £20k - £35k+

You can't just ram a building with heavy machinery and load it with explosives! Demolition Operatives have to be strategic and know the right approach to take any building down with minimum input and maximum safety, just in time to make way for a whole new building!

Civil Technician £21k - £30k+

Technicians support engineers by designing and developing a range of projects that will benefit residents or businesses. They're the go-to guys and girls for things like testing construction materials, preparing reports on the project and make sure that the work site is safe to build on.



Architectural Technician £25k - £35k+

You don't need a fancy moustache to be an Architectural Technician, and it won't help either. What you need is a critical eye to make precise drawings that will be used as a detailed guide for others to create your masterpieces! It's like Ikea for buildings and you make the instructions!



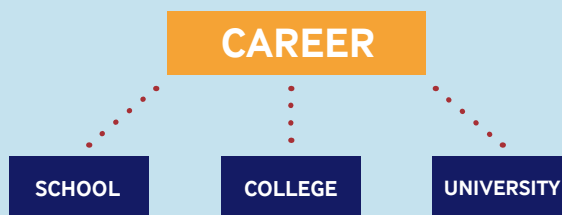
■ Total job postings for construction (12,000)
 ■ Total job postings for all growth sectors (84,500)

The construction sector is expected to grow, with over 14,000 new workers in the East of England from 2015 to 2020.



Construction is becoming increasingly connected with the technology in the IT, digital and creative sector.

Essex is going to be a hotspot for new housing developments. What does all this mean? Answer: more construction!



Construction is a practical industry, so a qualification that shows your practical skills (like an NVQ) will be really valuable, but if academics are your thing, you still have plenty of opportunities to enter the sector with a degree.



WHERE IN ESSEX?

See how many vacancies were in your area in 2016, and then check some of the brilliant local construction companies in the Local Businesses box, you could be working for one of them one day!

VACANCIES BY DISTRICT



LOCAL BUSINESSES

BASILDON -Graysteel -JNG Construction -Swan Housing Association	BRAINTREE -Nigel Brand Builders -Pioneer Fabrications	BRENTWOOD -BH Construction -Bloomfield Construction Ltd -PMD Construction
CASTLE POINT -G&K Groundworks -South Eastern Construction	CHELMSFORD -Anderson Group -Bellway Homes Ltd -Ringway Jacobs	COLCHESTER -Brennan Ltd -Cadman Group -Horizon Construction
EPPING FOREST -Gillard & Sons -Higgins -Mason Construction	HARLOW -Concept Doors -Oakmont Construction -Ronacrete Ltd	MALDON -Core Construction -Cutting Edge Carpentry
ROCHFORD -Beavis Construction -OCL Rail Ltd -Turner Bros	SOUTHEND -Alpine Construction -Birch -MAH Builders	TENDRING -Burfoot Construction -NCC Essex -TTSS
THURROCK -Hanson Cement -John F Hunt Demolition Group -TAG Cons. UK	UTTLESFORD -Byford & Co. -CEMEX Concrete Plant -Power Construction	

ADVERTISED IN ESSEX

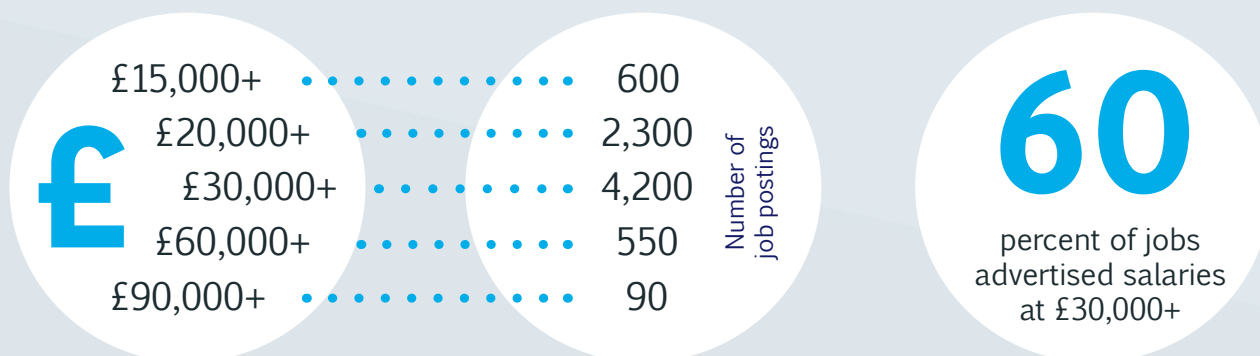
OCCUPATIONS

Civil Engineer | Architect | Draughtsperson | Painter/Decorator

Construction Operative | Scaffolder/Stager | Glazier

Rail Construction Operative | Roofer/Tiler | Steel Operative

SALARIES



TOP SKILLS ESSEX EMPLOYERS ARE LOOKING FOR...

Repair | AutoCAD | Civil Engineering | Inspection | Procurement

Contract Management | Electrical Work | Mechanics | First Aid

Plumbing | Machinery | Revit | Mathematics | Forklift Operation

WHAT NOW?

Sounds good, right?! So what can you do to kick start your awesome career in construction? There are lots of ways for you to get your hands on even more information:

CITB - citb.co.uk

Go Construct - goconstruct.org

Institute of Civil Engineers - ice.org.uk

Also, remember that gaining skills through experience is really important. Whether you are on a college course, an apprenticeship, or undertaking voluntary work, employers will always want to hear about your knowledge and skills!



/ESBESsex

#WYT

Like what you see? Tell us on Facebook!



**Employment
and Skills Board**



careers and opportunities in **FINANCIAL & RELATED SERVICES**

The world of financial & related services is a big place but essentially this sector performs one function; it delivers all of our economic services. From insurance companies which protect your most important items, to banks and accountancy companies which keep your money safe, the financial & related services sector is all about dealing with money! This section will take you through all of the ins-and-outs of this industry and show you what opportunities are available here in Essex!

2.2m

people employed in this
sector in the UK.

12%

of the total UK total
economic output from this
sector - nearly £200bn!

27K

people employed in
this sector in Essex.

11% ↑

an 11% rise in skills short-
ages in this sector over the
last two years (That's not a
good thing!).

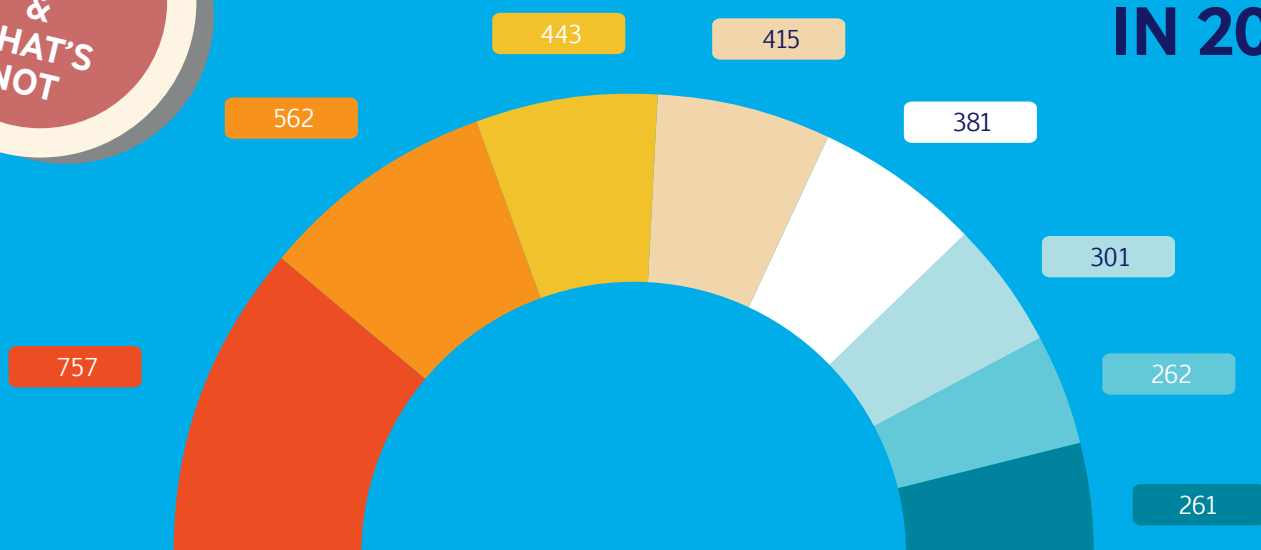
THE FINANCIAL & RELATED SERVICES SECTOR IS ONE OF THE FASTEST GROWING SECTORS WITH OVER 1 MILLION PEOPLE IN THE UK CURRENTLY ENROLLED ON FINANCIAL OR PROFESSIONAL RELATED COURSES!

More than 90% of all businesses in the financial & related services sector are micro-businesses. These are small, local businesses that have between 0-9 employees working for them.

With over 2,700 businesses across Essex, there are plenty of local options for you to work in this industry.



14,500+ ESSEX JOB VACANCIES IN 2016



Accountancy Assistant Account Manager Management Accountant Accountant
Credit Controller Bookkeeper Estimator Financial Controller

Less
competitive

More
competitive

WHAT'S OUT THERE FOR ME?

There are hundreds of opportunities available in this sector. We'll only show you seven for now, but take a look at some of the different roles available in the financial & related services sector and search online for [CISI](#) if you're looking for something else within this industry!



Accounting Technician £16k - £22k+

You might not be ready to make the big decisions for a business yet, but you can still help out! Accounting Technicians prepare all the costs and important data that accountants and business executives will use to choose how to move the business forward.

Corporate Treasurer £35k - £50k+

The money a business has is the life of a business, without it, the company will fail. A Corporate Treasurer makes sure the business is healthy and can steadily maintain its spending and try and increase the income of the business.



Insurance Underwriter £20k - £25k+

Working in an insurance company means that the business will pay people when things go a bit wrong. Insurance Underwriters make sure that a claim is genuine, meets the terms of the contract and they ensure that their company pays when it should.

Actuary £33k - £52k+

Risks don't just happen to people, they happen to businesses too. An Actuary knows this and does their best to protect the company with top economic knowledge. Assessing the likelihood of an event happening, and accounting for it when necessary, is a key part of the job!



Tax Adviser £20k - £30k+

Tax Advisers can work for businesses or people but they do very similar things. Their knowledge of the rules of taxation help any person or company make sure they do their taxes properly so they don't lose out on money and keep in check with the law.

Investment Analyst £28k - £40k+

Did you know that Facebook owns Instagram? They bought it for £631,000,000 (631 million pounds!) in 2012. Investment Analysts helped inform on this decision by estimating the worth of the company, what profit they could make from it and how it would help Facebook keep its place as the number one social media app.



Local Banking Officer £17k - £20k+

There is more to the sector than working in a bank, but it is an important part of it! Banking Officers often get trained to work behind the counter and assist with customers' financial matters, greet customers at the welcome desk, and process costs using computer systems.



The financial & related services sector has shown strong growth over the past three years (2013-2016).

99%

of Senior Financial Services Executives are finding it difficult to find well skilled finance professionals. This means there are loads of opportunities if you have the skills that are needed.

There are 50 million customers who are registered with online banking in the UK, that means there are a lot of jobs in monitoring transactions. Many of the roles which support internet banking require skills in IT, digital and creative.

63% of Finance Executives in London and the South East expected to create new positions in the sector in 2016.

CAREER

SCHOOL

COLLEGE

UNIVERSITY

Financial & related services involve a lot of numbers, but that certainly doesn't mean you need a degree. In fact, many people have entered the sector through apprenticeships and A-level qualifications, or some other form of certification.

WHERE IN ESSEX?

Did you know how many vacancies were in your district for Financial & related services? Well now you do, and you can also find out some of the companies working in this sector too!

VACANCIES BY DISTRICT



LOCAL BUSINESSES

BASILDON

-Avelo Ltd
-Core Financial LLP
-First Data

BRAINTREE

-Abacus Accounting
-Braintree Bookkeeping

BRENTWOOD

-B N Y Mellon
-Finance One Ltd
-Ford Credit Europe Plc

CASTLE POINT

-Essex Equity Release Centre
-Sceptre Finance
-Unbiased UK

CHELMSFORD

-Amlin
-DST
-RSA Group

COLCHESTER

-Beaumont Seymour
-Informa
-Pro Tax Accounting

EPPING FOREST

-G&A Drapers
-Gane Jackson Scott LLP
-Jameson David

HARLOW

-Genesis Financial Services
-Harlowsave Credit Union

MALDON

-Knightsbridge Financial Solutions
-Santander

ROCHFORD

-HCL Accountancy
-Kingstons Financial Planning
-The Essbro Co.

SOUTHEND

-Financial Elite
-Goldwyns
-RBS
-Opt Pensions

TENDRING

-Griffin Financial
-Insight Strategic Associates Ltd
-Walshtax Ltd

THURROCK

-Albemarie Bond
-Salix Accountants
-WHS Accountancy

UTTLESFORD

-NFU Mutual
-Saffron Walden

ADVERTISED IN ESSEX

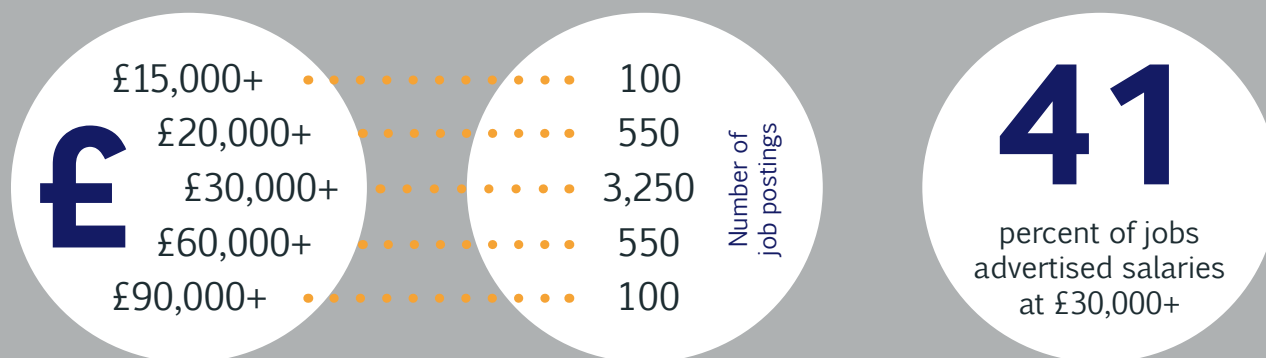
OCCUPATIONS

Bookkeeper | Payroll Manager | Finance and Investment Analyst

Insurance Clerk | Pensions Assistant | Estimator/Valuer | Accountant

Finance/Investment Adviser | Business Professional | Underwriter

SALARIES



TOP SKILLS ESSEX EMPLOYERS ARE LOOKING FOR...

Accountancy | Business Management | Bank Reconciliation | VAT returns

Balance Sheet | Finance | Bookkeeping | Mathematics | Data Analysis

Portfolio Management | Estimating | Underwriting | Journalism

FINANCIAL
& RELATED SERVICES

WHAT NOW?

Sounds good, right?! So what can you do to kick start your awesome career in financial & related services? There are lots of places for you to get your hands on even more information:

Discover Risk - discoverrisk.co.uk

Make Money Make Sense - moneymakesense.co.uk

CISI - cisi.org/getintofinance

Also, remember that gaining skills through experience is really important. Whether you are on a college course, an apprenticeship, or undertaking voluntary work, employers will always want to hear about your knowledge and skills!



@EssexESB #WYT
theboard@essexesb.co.uk



Employment
and Skills Board



careers and opportunities in **HEALTH**

The health sector supports millions of patients across the UK every year. There are lots of roles in the health sector; doctors and nurses are just one part of the story.

Find out about the opportunities that exist within health and see what you can do in this industry by reading through this booklet!

Doctor Dot

Doctor Dot is one of thousands of female doctors in Essex and earns up to £50k by being a specialist.

Three key health occupations include Medical Practitioners, Physiotherapists and Nurses!

Medic Matt

Matt's just started his journey to become a Senior Practitioner. He's studying and working part-time to learn all he needs to know!

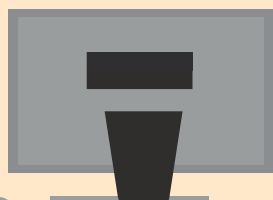
Nurse Norman

Nurse Norman is a children's nurse. He got full marks in his course which was approved by a special group called the Nursing and Midwifery Council.



WELCOME!

But you didn't know that over 64% of the health sector perform hospital activities and that the health industry is still looking for over 6,500 nurses in Essex. If that's not your thing though, there are many other roles you can find on the next couple of pages!



Creativity is actually one of the top ten skills that the health sector is looking for when hiring a new member.



HEALTH

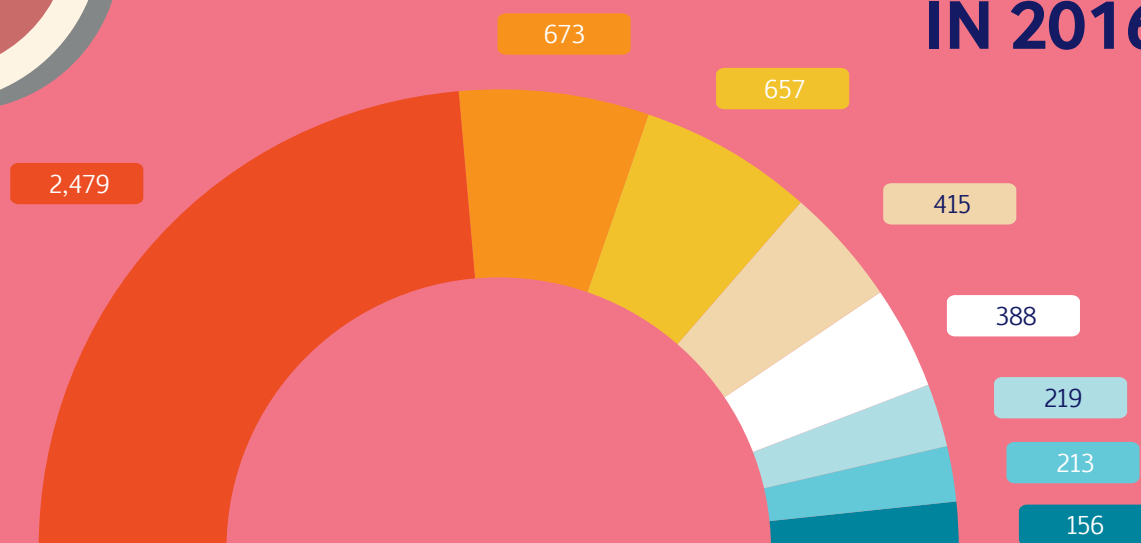
Across Essex, the NHS had over **6,000 job postings** in 2016. Roles included physiotherapist, speech therapist, medical secretary and registered nurse in the health sector in Essex.

See the gauge below? This chart tells you all about which health positions in the Essex area have the most availabilities and which are advertised less, making them more competitive.



WHAT'S
HOT
&
WHAT'S
NOT

14,500+ ESSEX JOB VACANCIES IN 2016



Registered Nurse Auxiliary Nurse Staff Nurse Physiotherapist
Occupational Therapist Charge Nurse Nurse Practitioner Paediatric Nurse

Less
competitive



More
competitive

WHAT'S OUT THERE FOR ME?

There are hundreds of opportunities available in this sector. We'll only show you seven for now, but take a look at some of the different roles available in health and search online for [NHS Careers](#) if you're looking for something else within this industry!



Dentist £30k - £38k+

Not everyone's favourite person, but dentists are important people in the world of health. We all know they attend to dental problems but what you might not know is that they're trained to identify diseases and dental conditions, manage their staff and research the latest developments in the business.

Optician £25k - 34k+

Opticians make sure your eyesight's perfect, but when it's not - they prescribe glasses or contact lenses to make everything better. Some of the other roles include: vision examinations to check for abnormalities, meeting sales targets, raising awareness about eye care. It's all in a day's work for the optician.



Emergency Care Assistant £16k - £20k+

Being an Emergency Care Assistant means being active and alert. These members of the emergency team often drive emergency vehicles and assist paramedics. They need to be ready for any situation. Not all heroes wear capes.

Physiologist £18k - £30k+

When your body's not moving quite the way it should, these experts will help you out. Physiologists know all the muscles in the body and just what they need to get better! Sports stars all have physiologists to make sure they can perform to the best of their ability at all times.



Geneticist £30k - £40k+

There are loads of reasons to study genetics, but one reason relevant to the health sector is to discover how certain illnesses change our DNA (that's the stuff that makes us the way we are). With this knowledge, various illnesses can be cured and even prevented completely.

Nurse £21k - £27k+

Nurses plan and provide medical and nursing care to patients in hospital, at home or in other environments. They take care of patients who are suffering from a mental or physical illness and also promote good health by educating people on how to best take care of themselves.



Pharmacist £32k - £37k+

Don't be fooled - you won't just be passing medicine across the counter in this job. You'll be required to work at a high skill-level to make sure you blend quality compounds with precision using state of the art technology. Can you handle the pressure?

ONE IN FIFTY LIVING IN ESSEX WORK IN **HEALTH**



ONE IN TWO EMPLOYEES IN HEALTH ARE **NURSES**



This sector employs more than
47,500
people in over
1,700
companies across Essex!



The NHS is one of the largest employers in the world:

1,500,000
people worked in this service across the UK in 2017.

CAREER

SCHOOL

COLLEGE

UNIVERSITY

It's important that employees in health are responsibly trained, so employers look for all types of qualifications to prove it. Apprenticeships, NVQs, A-levels or a degree will help you to get the experience and the skills that you need.

The health and IT, digital and creative sector are continuing to cross over, with medical care looking to technology as the future of health.

WHERE IN ESSEX?

Having skills is really important, but knowing where you can apply them is too. This map shows you the number of available vacancies in 2016, as well as some of the health companies in these areas.

VACANCIES BY DISTRICT



LOCAL BUSINESSES

BASILDON

-Affinity Dental
-Aramark Health
-Timesco Health
Care

BRAINTREE

-Avanti Health
Care
-Medical Device
Management

BRENTWOOD

-Beechwood
Surgery
-Nuffield
Hospital

CASTLE POINT

-Castle Opticians
-Spinal & Natural
Healthcare Centre
-Benfleet Surgery

CHELMSFORD

-ERS Medical
-NHS
-SMP Healthcare

COLCHESTER

-Interserve
Healthcare
-Nurse Plus
-Plexus Healthcare

EPHING FOREST

-Apex Health
Associates
-Epping Physio-
therapy Clinic

HARLOW

-Diamond Pharma
Services
-GSK
-Teva UK

MALDON

-Blackwater
Medical Centre
-Maldon
Chiropractic

ROCHFORD

-Raphael House
-Rochford
Community
Hospital

SOUTHEND

-Allied Health
Care
-Harland
Centre

TENDRING

-Elm Tree Dental
Surgery
-J H Health &
Care Associates

THURROCK

-NHS Thurrock
CCG
-Primecare
Physiotherapy

UTTLESFORD

-Angel Lane
Surgery
-Gilead Sciences
-Uniserve Intl.

ADVERTISED IN ESSEX

OCCUPATIONS

Medical Technician | Medical Radiographer | Nurse

Health Professional | Dental Technician | Physiotherapist

Nursing Assistant | Public Health Manager | Medical Practitioner

SALARIES

£

£15,000+	850
£20,000+	2,800
£30,000+	4,800
£60,000+	750
£90,000+	200

Number of
job postings

58

percent of jobs
advertised salaries
at £30,000+

TOP ESSEX HEALTH SKILLS

Rehabilitation | Mental Health | Patient Care | Calculation

Theatre Practitioner | Midwife | Care Plans | Surgery

Therapy | Mentoring | Wound Care | Psychology

WHAT NOW?

Sounds good, right?! So what can you do to begin your career in health? There are lots of places for you to get your hands on even more information:

Care UK Health - careukhealthcare.com/healthcare-jobs

NHS - healthcareers.nhs.uk

Health Education England - hee.nhs.uk

Also, remember that gaining skills through experience is really important. Whether you are on a college course, an apprenticeship, or undertaking voluntary work, employers will always want to hear about your knowledge and skills!



@EssexESB #WYT
theboard@essexesb.co.uk



**Employment
and Skills Board**



careers and opportunities in **IT, DIGITAL** & CREATIVE

The IT, digital and creative sector is one of the fastest growing industries in Essex. This sector is made up of digital & creative activities. Film making, animation, electronic music and advertising are just a few examples of the way in which IT, digital and creative cross over. This section will take you through all the great opportunities in IT, digital and creative, and everything you need to know about it!

The IT, digital and creative sector deals with the technology of today and the future. Our phones, laptops and internet all rely on this sector to be on top of its game.

There were over 17,500 available opportunities in Essex in 2016.



968 million people log onto Facebook every-day, so Facebook has around 2,100 employees in the IT department.

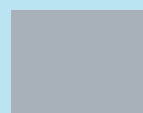
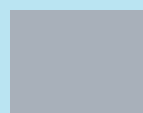


213,000

jobs in the creative economy across the East of England in 2015.



25%



A quarter of all tech enterprises are less than two years old.

In the UK, the total average advertised salary in digital roles is **£50,663!** That is 44% higher than the average, non-digital, UK salary (£35,155).

1

How many people does it take to make an app? It can take just one, and you can do it too! You can download free, official software development kits for the platform you want to build your app on. These don't even need programming knowledge so be brave and try something new!

2

Apps are cool, but what goes into making a tablet? Here's a quick list: sound design, touch-screen technology, wireless support, sensor recognition and user functionality. There are at least 50 individual processes, can you think of any more that we haven't included here?

3

Who designed the iPhone? Answer: Sir Jonathon Ive - he's worth nearly £100 million! He's been called the most influential designer in the world. Actually, everything around you has been designed by someone: From Game Designers, Interior Designers and Packaging Designers, to Web Designers and Jewellery Designers, they all rely on the world of digital!

GET TO KNOW!

This sector employs more than

30,000

people in over

7,500

companies across Essex!

Over

2,100,000

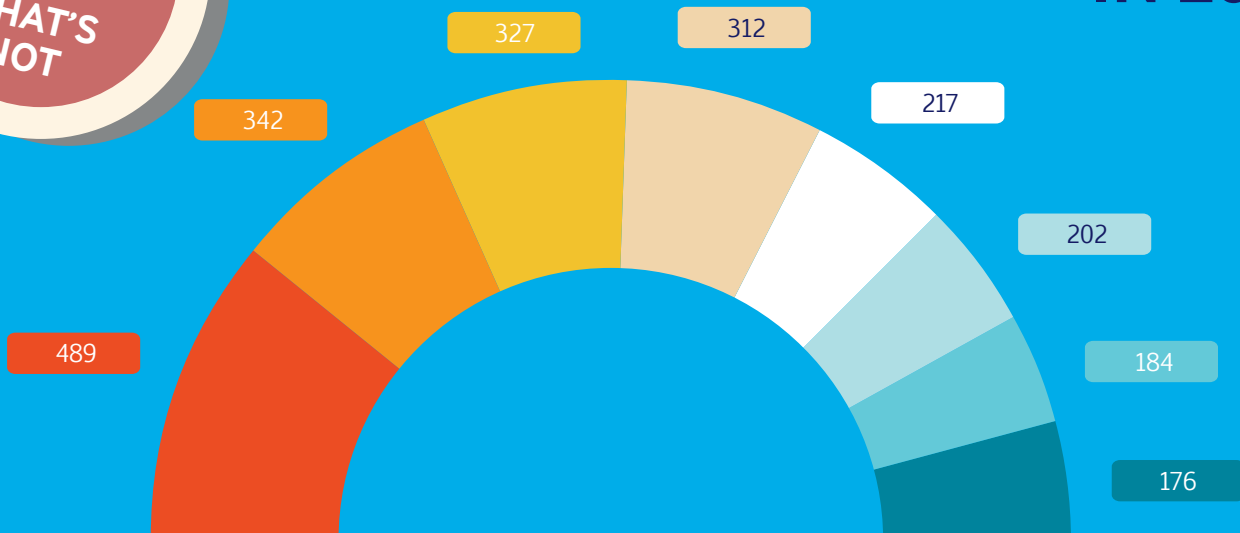
people worked in this industry across the UK in 2015.



See the gauge below? This chart tells you all about which digital positions in Essex have the most availabilities and which are advertised less, making them more competitive.

17,500+ ESSEX JOB VACANCIES IN 2016

WHAT'S HOT & WHAT'S NOT



Software Development Engineer

Web Developer

.Net Developer

Java Software Developer

Systems Engineer

C# Developer

Front End Developer

Marketing Executive

Less competitive



More competitive

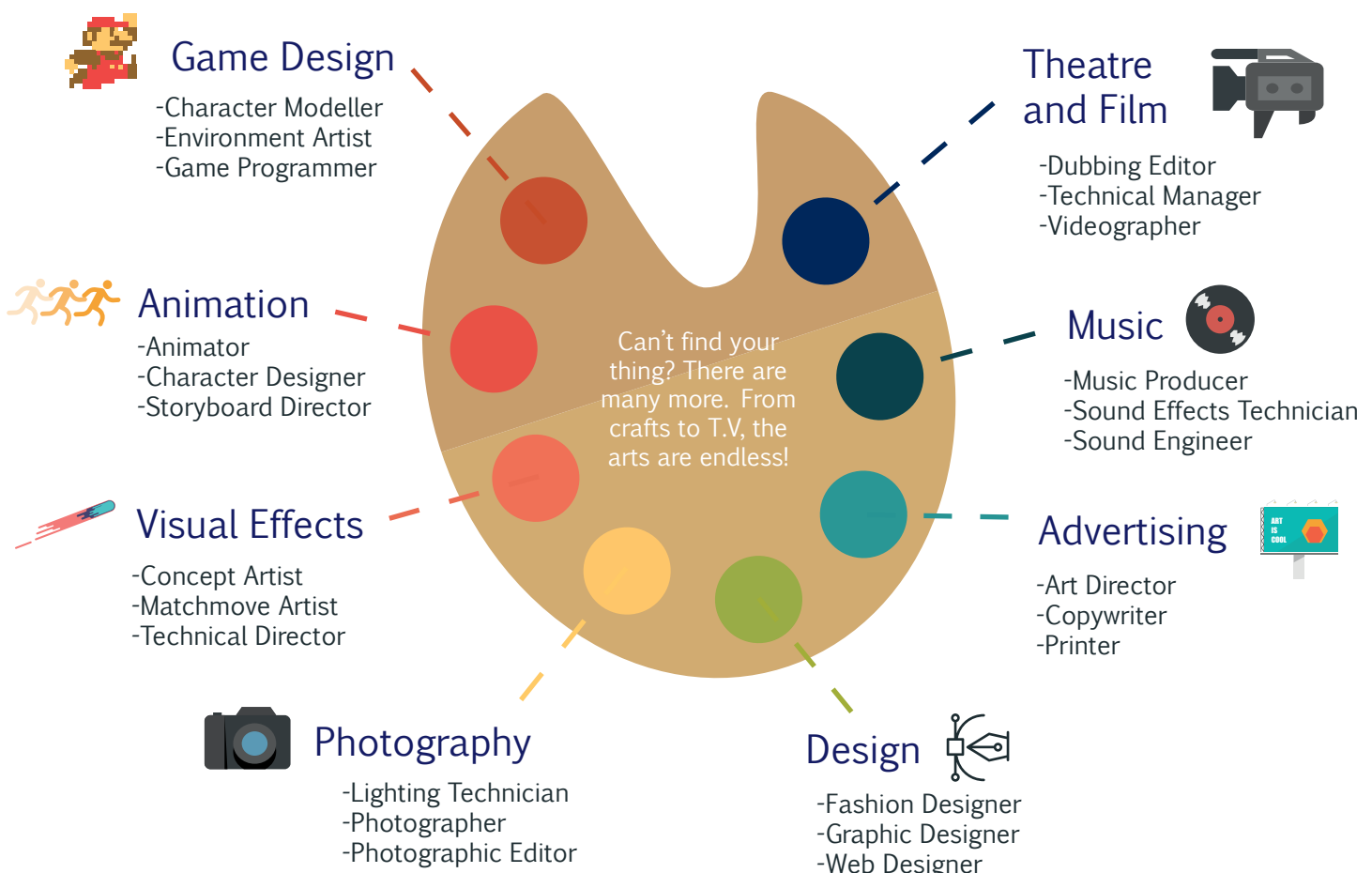
I'M AN ARTIST, WHERE DO I FIT IN?



Sounds like a lot of tech, right? Well all kinds of artists are using tech of their own in their careers to take their creative side to the next level. From gadgets like graphic tablets, and 3D cameras, to software that allows you to make music, edit images and create 3D worlds, the digital world is ready to be exploited with your imagination in charge.

Many creative roles, like cartoonists or script writers, began with just a pen and paper. However, now, the digital world has enhanced the creative industry with IT, digital and creative skills all being valuable in this sector. Take a look at the graph below to see some of the creative roles that rely on digital and artistic skills.

THE IT, DIGITAL & CREATIVE SPECTRUM



WHAT'S OUT THERE FOR ME?

There are hundreds of opportunities available in this sector. We'll only show you seven for now, but take a look at some of the different roles available in IT, digital and creative and search online for [TechFuture Careers](#) if you're looking for something else within this sector!



Network Engineer £28k - £40k+

Keeping a business connected is extremely important. Network Engineers install, configure and upgrade software and hardware to make sure that the company can communicate internally and through the internet!

IT Technician £18k - £25k+

You call an IT Technician when things go a bit wrong with your tech. These gadget gurus can fix anything from the bits inside your computer to your internet connection. They even know the best gear for your games or work.



Animator £23k - £26k+

You should try and stop doodling in class, but if you really can't, animation might be your calling. The world of digital software will help you bring all of your magical creations to life and tell a story that is timeless in a game or a movie.

Web Developer £30k - £45k+

People working in this group use their creativity and technical skills to design, build and maintain websites. Usually designers and developers will come together to share their skills to make the very best websites.



Geographical Information Systems Officer £23k - £30k+

Sounds confusing! But actually 'GIS' Officers are there to create custom-made maps using particular data. If a business wants to know how many customers live in the area or what the best delivery routes are, there's a map for that.

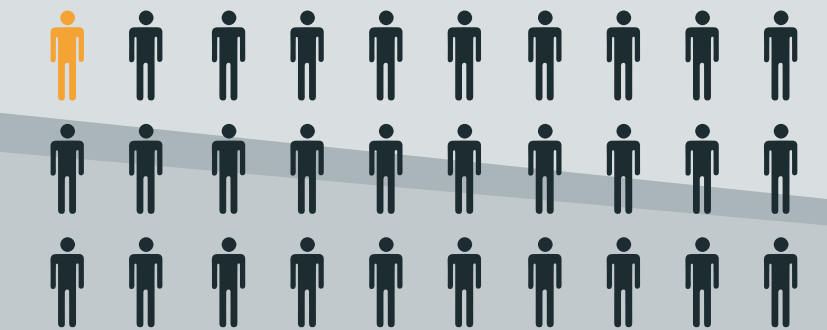
Social Media Manager £18k - £26k+

Think you're a Facebook legend or Twitter royalty? This job's for you. Social Media Managers post content and manage accounts across all social media networks to promote a company's latest events, products and to become the ultimate hot topic. Go viral or go home!



Graphic Designer £24k - £32k+

If you're a bit artistic then consider graphic design. These designers use digital software like Photoshop and can design anything from movie posters, to logos or game covers. In fact, even this fancy fact sheet was designed by someone.



■ Workers in IT, digital and creative (30,000)
 ■ Total Greater Essex Workers (881,000)

If your class has 30 students, at least one of them would be likely to enter into the IT, Digital and Creative sector.



There were over 45,000 job postings for Java Software Developers in the UK in 2016. Making it the most popular jobs posting across the sector nationally.

The Creative Economy makes up 7.7% of all jobs in the East of England.



There is a long list of things you can do in IT, digital and creative so there is never just one way to get into the sector. Both academic and practical approaches are valuable in this field of work, the only difference is what you feel you enjoy the most.

Nearly 90% of businesses rely on computers for day to day productivity.

WHERE IN ESSEX?

You've learnt a lot about the IT, digital and creative sector already, but how well do you know your districts? Check out the local vacancy info from 2016 and just a handful of companies from each one.

VACANCIES BY DISTRICT



LOCAL BUSINESSES

BASILDON -Arc Systems -Clear Thinking IT -Dradep Services	BRAINTREE -Digivita -Pixel Media -Razor Edge Media	BRENTWOOD -Chunky Frog -DST -Magenta Solutions
CASTLE POINT -123 Connect -Fenn Print & Press -Forefront Digital	CHELMSFORD -IT Lab -IT Support Chelmsford -Twist I.D	COLCHESTER -Coast Digital -Fever Design -Mercury Theatre
EPHING FOREST -CES Software -Channel Telecom -h1SKS Web Studios	HARLOW -Mustard IT -Sowerby Group -Virgin Media	MALDON -3D Marcomms -Heart New Media -Neon Digital
ROCHFORD -Integra -Leed Digital -Twenty 6 Digital	SOUTHEND -Alltronics Ltd -Six Red Squares -Storm Creative	TENDRING -Brand Experience -Digital Sign FX -Soak Digital
THURROCK -Ashwyk Digital Printers -Dotty Hippo -Pixelwork Ltd	UTTLESFORD -Flow Ink Digital -Idego Media -Marketing Kinetics	

ADVERTISED IN ESSEX

OCCUPATIONS

Programmer | IT User Support Technician | Artist | Librarian

Graphic Designer | IT Engineer | Author | Web Designer

IT Specialist Manager | TV/Audio Engineer | Musician | Printer

SALARIES

£

£15,000+	950
£20,000+	3,100
£30,000+	5,250
£60,000+	1,200
£90,000+	500

Number of
job postings

59

percent of jobs
advertised salaries
at £30,000+



TOP SKILLS ESSEX EMPLOYERS ARE LOOKING FOR...

JavaScript | InDesign | Graphic Design | Web Development | .NET

C++ | Technical Support | Linux | IT Support | CAD | Photoshop

Illustration | Sound Engineering | Marketing | Microsoft C# | SQL

WHAT NOW?

Sounds good, right?! So what can you do to kick start your awesome career in IT, digital and creative? There are lots of places for you to get your hands on even more information:

CC Skills - ccskills.org.uk

Creative Skillset - creativeskillset.org

Tech Future Girls - techfuturegirls.com

Tech Partnership - thetechpartnership.com

Also, remember that gaining skills through experiences is really important. Whether you are on a college course, an apprenticeship, or undertaking voluntary work, employers will always want to hear about your knowledge and skills!

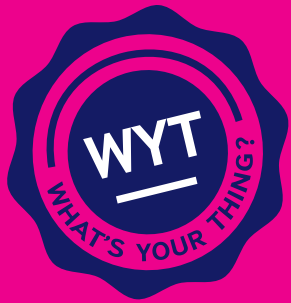


@EssexESB #WYT

Like what you see? Tweet about it!



**Employment
and Skills Board**



careers and opportunities in **LOGISTICS**



This is our huge world of logistics. Everything is delivered by land, sea or air all across the world. Your games, toys, phones, food and clothes all need someone to transport these items from the factories to the shops, or even your homes!

LOGISTICS IS A MULTI BILLION £££ SECTOR!

That means there's more to the industry than just driving lorries around or stacking shelves. In fact, the logistics sector has a large number of opportunities in a wide range of areas.

For example, marketing, route detailing, customer relations are all roles that are required in the logistics sector and you won't even have to touch one single steering wheel!

TURN OVER TO THE NEXT
PAGE TO CHECK OUT OUR
SPECIAL LOGISTICS OPERATION!

2.2m

employees in the
logistics sector in the UK
as of 2015.

1st

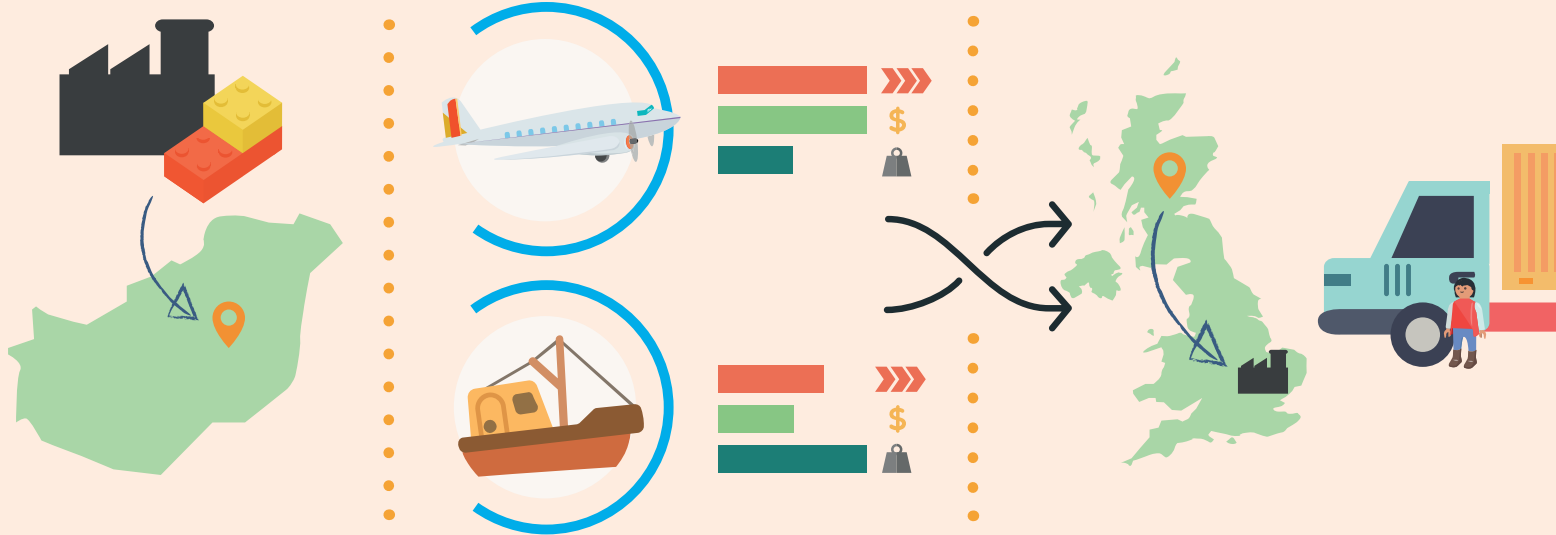
The South East employs the
greatest number of people:
222,000 in logistics.

The South East also has the
most logistics companies in
the UK with 11,600+



**Employment
and Skills
Board**

OPERATION: BLOCKS TO BASILDON



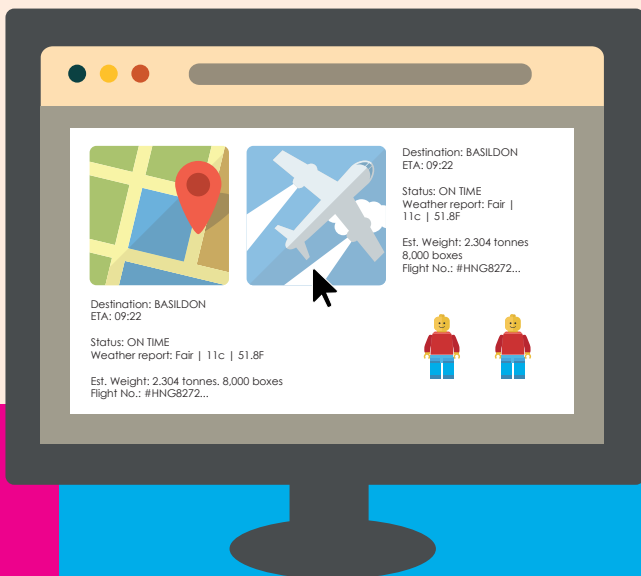
From Hungary to Basildon is nearly 1,000 miles! The challenge: Transport 2,000,000 Lego bricks from the factory to Essex.

So how will you import your Lego?! The logistics crew have to consider the **speed**, **cost** and **load** of the method of transport, and loads of other factors - making sure the journey is as efficient as possible.

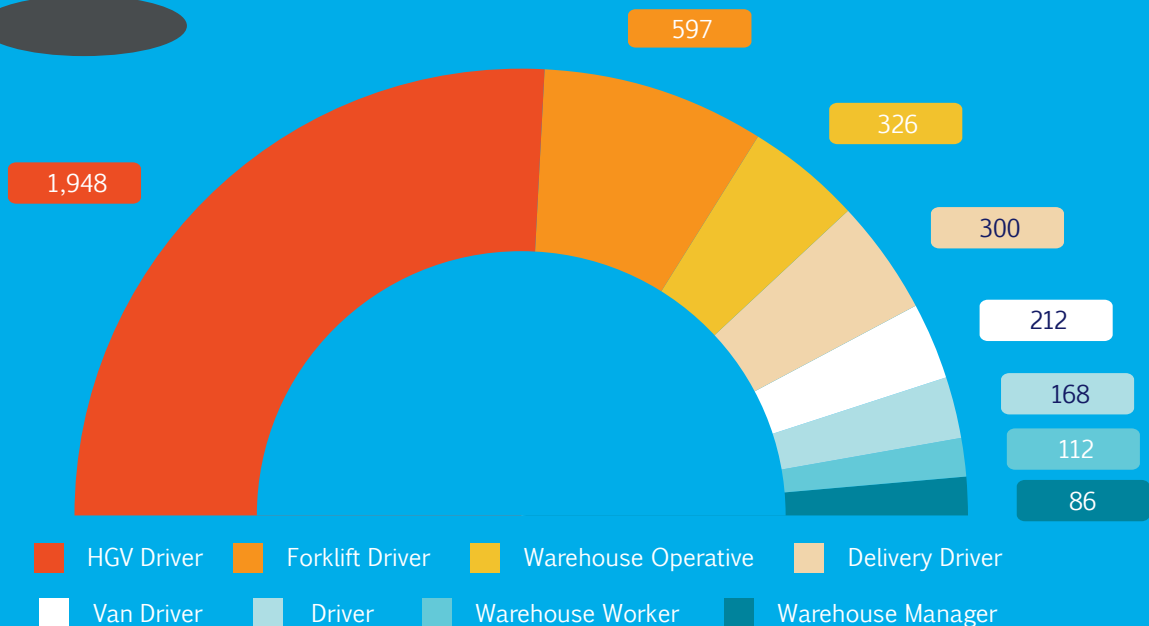
Next up, the cargo needs to be taken to the warehouse from the airport. There it is stored and sent out to all the stores and businesses in the area.

MEANWHILE IN THE OFFICE...

See this computer? It's got all the details of the journey. Tracking the order is vital to the process, but before the order is sent out, people research the best routes and the costs it will take to get there. Another team work on promoting their service and creating relationships with other businesses.



8,000+ ESSEX JOB VACANCIES IN 2016



36 Less competitive

More competitive

WHAT'S OUT THERE FOR ME?

There are hundreds of opportunities available in this sector. We'll only show you seven for now, but take a look at some of the different roles available in logistics and search online for [CILT UK](#) if you're looking for something else within this industry!



Freight Forwarder £28k - £32k+

The kings and queens of transport strategy. They plan the most effective means of getting cargo where it needs to be. From route planning, costing, security and more. Freight forwarders always keep moving in the right direction.

Distribution Manager £25k - £35k+

When you've got hundreds of tonnes of goods, you need someone to take proper care of them all and make sure they end up in the right places! Are you organised and can you think on your feet? If so, you could be a Distribution Manager. Distribution Managers help organise all of the stock and the staff that moves it too!



Merchant Navy Officer £25k - £32k+

Say 'Ahoy' to the sellers of the sea. The Merchant Navy Officer keeps everything ship-shape by monitoring deck machinery, coordinating the safe loading of cargo, recording stock and costs and dealing with legal matters - all whilst out on the ocean!

Transport Planner £20k - £30k+

A Transport Planner has the role of investigating all methods of transportation and looking at ways to improve the system. These people shape the future of transport to make sure that it keeps up with the ever-changing world, dealing with climate change, technology and even politics.

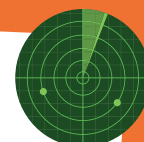


Warehouse Solutions Designer £30k - £37k+

Warehouses can store thousands of exciting things; how it is stored is the real challenge. Warehouse Solutions Designers map out the internal layout of a warehouse to make its storage and functions efficient. Your strong organisational skills will be your best friend in this role.

Control Tower Manager £40k - £50k+

Take to the skies without really leaving the ground! Control Tower Managers work in a small team using the best technology to monitor all import and export traffic and handle cross-border relations. The manager also gets to develop and manage reporting tools to make sure that everything is secure and is well located.



Heavy Goods Vehicle Driver £20k - £35k+

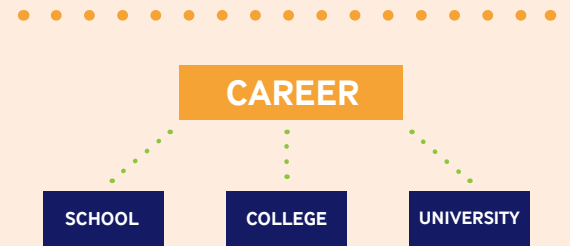
HGV Drivers are critical to the logistics process. These vehicles require the most skilled people behind the wheel to take the goods from all across the country and make sure they arrive quickly and safely - day or night!

TOP SKILLS IN ESSEX



Above is a list of the top specialised skills that the logistics sector is looking for, keep your eye out for opportunities to get these on your CV!

The London Southend Airport Co Ltd in Essex directly employs over 150 people such as pilots or baggage handlers.



Logistics is a massive sector, so your options are wide open! Whether you take the academic or practical route is up to you... the real difference will be the skills you get along the way.

The sector is working to green road freight and lowering carbon emissions.

WHERE IN ESSEX?

Essex has six ports - we've put them on our vacancy map for you. Once you're done checking out your district, see how many of these local companies you recognise in the box on the right!

VACANCIES BY DISTRICT



LOCAL BUSINESSES

BASILDON -Magnum Logistics -TNT -Yodel	BRAINTREE -Delamode -DGT Exhibitions -GPH Logistics	BRENTWOOD -GCA Transport -Sammons Group -S M Logistics
CASTLE POINT -Rima Freight Shipping -Rhenus Freight Logistics	CHELMSFORD -Parcelforce -UPS -Woodland Logistics	COLCHESTER -FPS -Ivell Marketing & Logistics -Wallis Shipping
EPPING FOREST -21st Century Logistics -Lightwood -Ygt Logistics	HARLOW -DHL -Hire Power Logistics -Luna Logistics	MALDON -Ceva Logistics -Ryley Forwarding -Vanguard Logistics UK
ROCHFORD -GBN Services -JKS Group -UK Lift and Haul	SOUTHEND -London Southend Airport -Stobart Group -Worldspan Freight	TENDRING -Royal Mail Group -Intl. Marketing & Distribution
THURROCK -London Gateway -Port of Tilbury London -Uniserve	UTTLESFORD -Gemfreight -MMK Solutions -Stansted Airport	

ADVERTISED IN ESSEX

OCCUPATIONS

Crane Driver | Air Traffic Controller | Aircraft Pilot

Ship and Hovercraft Officer | Mobile Machine Operator | Van Driver

Flight Engineer | Storage Occupation | Importer/Exporter

SALARIES



£15,000+	1,450
£20,000+	2,500
£30,000+	850
£60,000+	25
£90,000+	25

Number of
job postings

17

percent of jobs
advertised salaries
at £30,000+

TOP SKILLS ESSEX EMPLOYERS ARE LOOKING FOR...

Communication | Customer Service | Planning | Detail-Oriented

Computer Skills | Organisational Skills | English | Team Work

Microsoft Excel | Leadership | Supervisory Skills | Budgeting

WHAT NOW?

Sounds good, right?! So what can you do to get your career moving in logistics? There are lots of places for you to get your hands on even more information:

CILT UK - ciltuk.org.uk

Careers That Move - careersthatmove.co.uk

RHA - rha.uk.net

Also, remember that gaining skills through experience is really important. Whether you are on a college course, an apprenticeship, or undertaking voluntary work, employers will always want to hear about your knowledge and skills!



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#WYT



**Employment
and Skills Board**

YOUR SKILLS MAP

Here's a little guide to give you an idea of some of the skills that will get you to the top, **whatever sector you're into**. Remember that there are no dead-ends! Employability skills are crucial in your rise to an awesome career so the fastest way to the top is to get experience and learn as much as you can!



MY SKILLS, MY FUTURE!

We hope you've enjoyed our booklet - you have learnt a lot about some of the key sectors in Essex and what you could do in the future. As you have seen, skills and experience are an important part to beginning your career.

When you're applying to become an apprentice, to start further education or to get your first job, you'll need to talk about your skills and experience. Whatever it is you want to do, you have a lot more valuable skills than you might think. Take a look at our ideas list and see if you are doing any of these things right now. If you're not, consider some of these ideas to boost your CV. Remember, this is just a small guide, there are hundreds of unique things that you are probably doing already that teachers and employers will be interested in hearing!

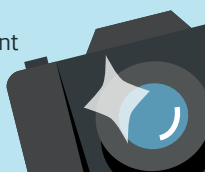


MY SKILLS LIST

HOBBIES

Having a hobby is a good way to show that you're active outside of school and that you have lots of interests:

- Acting & arts
- Doing sports
- Model Making
- Photography
- Programming
- Singing & dancing
- Cooking & baking
- Drawing & designing
- Painting
- Playing an instrument
- Reading
- Travelling



ACHIEVEMENTS AT SCHOOL

There are many ways for you to be involved in your school and the next person you apply to will want to hear how you spent your time there!

- Gifted & talented student
- High attendance
- Prefect or school council member
- Sports or activities club member
- Good Grades
- Improved student
- Schools volunteer
- Star pupil

RESPONSIBILITIES

Having responsibilities might not always be fun, but it shows you are mature, trustworthy and capable. For example, you might be:

- Caring for siblings or a family member
- Babysitting or in charge of household tasks
- Part of a team or group project



WORK EXPERIENCE

From voluntary work to learning from others in a work environment, there are many things you can do to boost your skills and get ahead of the game. Why not try:

- Volunteering at a local company or charity
- Getting advice from companies you are interested in
- Arranging work experience during your holidays

WHAT'S FOR

Apprenticeships

Apprenticeships are paid periods of training that allow apprentices to learn a particular skill or set of skills, through a combination of hands-on work and study or training. Apprenticeships can last anywhere between one to five years and are a great way to get practical experience before you begin your career.

The levels range from 2 - 6; higher level apprenticeships (levels five and six) are the equivalent of a University degree. At the end of each level, you'll receive a nationally recognised qualification too.

They aren't just for those interested in construction or engineering; there are apprenticeship opportunities in almost every industry from financial & related services to IT or Care. Apprentices could find themselves working in any sized company so the work will always be unique.

You can find out more information about apprenticeships by visiting: www.getingofar.gov.uk

NEXT ME?



Full Time Study

You can study full time courses at your school's sixth form (if it has one) or at a local Further Education college. A-levels are popular but there are also many other qualifications you can achieve including BTEC's, NVQ's and Diploma's that often link to professional qualifications.

Studying for your qualifications will be very different to what you are used to at school. Focus is placed on independent study which will give you more responsibility and you will be treated more like an adult. If you are clear on the career path you wish to take, a vocational qualification may be the best route for you. If you are less sure of what you might like to do or are keen to go University then an A-Levels may be more suitable.

When picking your full time course try to think about what will be important to study for your future career. For example; science, technology, engineering and maths (STEM) subjects are really useful for entering the seven sectors in this booklet.



WHICH ROUTE IS THE BEST?



It's a good question, but the answer is the one that is right for you. There are benefits to both but knowing what you might want to do in the future will help you choose. Taking an apprenticeship or studying full time can be equally impressive to an employer and both can take you down a practical or academic route. These qualifications will provide you with a lot of skills and knowledge for the future. Remember that the choice, even about the subject, has to be right for you and your future.



1 What school do you go to?

2 Was this booklet useful to you? yes ☐ no ☐

3 Tell us why:
.....
.....
.....

4 How has your view of these sectors changed as a result of this reading this booklet? Please tick each.

Sector	More positive view	Same as before	More negative view
Advanced Manufacturing & Engineering			
Care			
Construction			
Financial & Related Services			
Health			
IT, Digital & Creative			
Logistics			

5 What do you like and/or dislike about the booklet?
.....
.....
.....

6 Which of the following sectors did you/do you want a career in?

Sector	BEFORE reading the booklet	AFTER reading the booklet
Advanced Manufacturing & Engineering		
Care		
Construction		
Financial & Related Services		
Health		
IT, Digital & Creative		
Logistics		
Other (please specify)		

7 Tell us something that you found interesting from the booklet that you did not know before:
.....
.....
.....
.....



Employment and Skills Board



This booklet was produced by the Essex
Employment and Skills Board (ESB).
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