

Firstly, thanks for getting in touch with us, this is really positive. We feel that getting to grips with your career planning early, including finding work experience opportunities, is very important.

When you start life as a student at Exeter you will get access to My Career Zone before the start of term. This is set up automatically and usually happens in mid-late August. This will give you access to the full range of our services such as Jobs, Events and Resources.

You can find further information about our services for students at this webpage:

<http://www.exeter.ac.uk/undergraduate/employability/careers/>

### **Careers Consultant Appointment**

As a prospective student you can book an appointment with a Careers Consultant to discuss your careers options relating to the course you choose. To book an appointment, if you're planning to study in

- Exeter call us on 01392 724493 (email: [careers@exeter.ac.uk](mailto:careers@exeter.ac.uk))
- Cornwall call us on 01326 253735 (email: [cc-careers@exeter.ac.uk](mailto:cc-careers@exeter.ac.uk)).

These appointments can take place over the phone, by skype or face-to-face.

### **Looking for part time work while you are a student?**

If you're looking for a part time job for when you arrive as a student you can find further information at this website: <http://www.exeter.ac.uk/careers/casualjobs/>

There is a list of local employers who often advertise for casual staff. There are also links to feeds of vacancies from My Career Zone and although you won't have access to the system yet you will be able to see what jobs local employers are advertising and you may be able to get further details from the employers' website.

Many student jobs on campus are called Student Campus Partnership (SCP) jobs and only current students are able to apply for these opportunities.

Soon after you start in Exeter there is a Casual Jobs Fair where employers will be looking for students for part time roles – please click on the link below for details.

<http://www.exeter.ac.uk/careers/events/careersfairs/casual-fair/>

You can email our Casual Jobs team at [casual@exeter.ac.uk](mailto:casual@exeter.ac.uk) if you need any further advice about looking for casual work.

### **Information about Summer work in Exeter**

Most summer jobs on campus will be advertised in the Spring and recruited during April and May and there will be very few opportunities advertised during the Summer.

#### **Useful links:**

Career Zone website: <http://www.exeter.ac.uk/careers/>

Career Zone contact details: <http://www.exeter.ac.uk/careers/exeter/visitustoday/>