### **Careers Bulletin**

AMBITION • PRIDE • SUCCESS

Issue No: 22



InvestIN is a London-based organisation led by a group of experienced professionals from some of the world's most competitive careers. They exist to provide students with an immersive experience of their dream career before they start university, so they can get a head-start over their competition. More than 25,000 students from 72 different countries have attended their programmes, which take place in cities around the world.

#### The Young Investment Banker Programme

The Young Investment Banker Programme transports students aged 15-18 directly into the heart of a fast-paced global finance, giving you the ultimate investment banking work experience.



You will be coached through a series of interactive role plays, seminars, case studies, and Q&A sessions by a group of high-ranking investment bankers. Learn about Sales & Trading, Mergers & Acquisitions, Private Equity, and Hedge Funds. This experience will not only be a fantastic addition to your UCAS form but will give you a competitive edge when applying for the most sought-after investment banking roles.

## You will gain a 360-degree experience of investment banking, with live, interactive simulations including:

- Pricing and trading stocks
- Valuing companies
- Negotiating in a live deal
- Building a portfolio

### You will be trained on how to secure a front-office position at a bulge-bracket investment bank:

- An action plan of how to get a top investment banking job, starting now.
- Coaching by experts on A-level, university and degree choices; extra-curricular activities; work experience; and application and interview techniques.

### You will have access to established investment bankers from a variety of disciplines:

- Q&A time with a panel of investment bankers, covering areas such as Sales & Trading, Mergers & Acquisitions, Private Equity and Hedge Funds.
- Unlimited lifetime access to our depth of expertise.
   Students can contact us for further advice at any time and the most-relevant investment banker will respond to your questions.

#### **Boost your UCAS form and job applications:**

- Attendance demonstrates you've gained key skills such as teamwork, problem-solving, negotiating and commercial awareness.
- Complete the online assessment after the programme and receive a personalised certificate to include in your applications.

#### **Internship Programme Fee:**

£135/student. The Programme Fee includes one place on the Young Investment Banker Programme; and an online assessment with certificates issued to successful candidates.

If 2 or more places are booked students receive a 10% discount. Enter codeGROUP10 at checkout to benefit from this.

# https://investineducation.co.uk/collections/programmes/products/the-young-investment-banker-programme

#### **The Young Lawyer Programme**

The Young Lawyer Programme is the ultimate legal work experience for students aged 15-18.

The programme wraps up the key knowledge and experience you want to gain, delivered powerfully by leading lawyers from across the board. Throughout the day, you will be immersed in a series of interactive role plays, talks, case studies, and Q&A sessions, to give you a 360-degree experience of life as a lawyer.



You will leave the programme with a strong advantage over your peers in the hyper-competitive race for the most desirable legal jobs, and a fantastic experience to include in your UCAS form.

#### **Programme Outcomes And Highlights**

- **1.** You will step into the shoes of a lawyer for the day, with activities including:
- Live mock criminal trial where you cross-examine witnesses.
- Challenging your opponents in a high-profile litigation case.



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- Public speaking coaching by expert barristers.
  - 2. You will gain a competitive advantage over your peers in the race for the most sought-after legal jobs:
- An action plan of how to get a top legal job, starting now.
- Coaching by experts on: A-level, university and degree choices; extra-curricular activities; work experience; and application and interview techniques.
  - **3.** You will have access to leading lawyers from across the board:
- Q&A time with both barristers and solicitors, covering areas such as the City of London, criminal law, family law, and human rights.
- Unlimited lifetime access to our depth of expertise.
   Students can contact us for further advice at any time
  - 4. Boost your UCAS form and job applications:
- Attendance demonstrates you've gained key skills such as: teamwork, problem-solving, commercial awareness, and public speaking.
- Complete the online assessment after the programme and receive a personalised certificate to include in your applications

#### **Programme Fee:**

£135/student. If 2 or more places are booked students receive a 10% discount. Enter code GROUP10 at checkout to benefit from this.

#### https://investineducation.co.uk/products/theyoung-lawyer-programme

#### **The Young Doctor Programme**

London • ages 15 - 18

Dates: 10th November 2019

King's College London (KCL)

https://investineducation.co.uk/products/the-young-doctor-programme

#### The Young Engineer Programme

London • ages 15 - 18

Dates 15th December 2019

University College, London (UCL)

https://investineducation.co.uk/products/the-young-engineer-programme

#### **The Young Politician Programme**

London • ages 15 - 18

Dates 1st December 2019

University College, London (UCL)

https://investineducation.co.uk/products/the-young-politician-programme

#### The Young Journalist Programme

London • ages 15 - 18

Dates 7th December 2019

University College, London (UCL)

https://investineducation.co.uk/products/the-young-journalist-programme



#### **University League Tables 2020**

The Complete University Guide League Tables rank UK universities both nationally and in 70 subjects. You can sort each table on the measure important to you and compare universities. Read university profiles for more information about the institutions or search for courses. They also rank 12 specialist colleges and conservatoires separately in the Arts, Drama & Music League Table.

Discover their 70 Subject Tables – from Accounting & Finance to Veterinary Medicine. Find out which universities top the table for your subject

https://www.thecompleteuniversityguide.co.uk/league-tables/rankings#allSubjects



Their student ambassador programme is in full swing for the academic year, but it is not too late for you to apply. They have funding for three ambassadors per school.

Their next Student Ambassador Council meeting is fast approaching. London 7th July



The council meeting is an invaluable setting for aspiring medics, dentists and vets to develop their leadership skills and meet other like-minded students. They strive to make sure their Student Ambassadors are confident and skilled to make a difference both in their current medical societies and future careers.



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They extend many opportunities to these students beyond the training days, such as coordinating and presenting at their National Healthcare Conferences and writing articles for our magazine.

#### School Ambassadors should be:

- an aspiring doctor, dentist or vet
- good at communicating with others and able to work as a team
- · responsible and reliable
- · interested in leadership opportunities
- willing to act as an ambassador for their school and Medic Mentor

All successful applicants will receive a certificate of leadership and a reference from the Vice President of Mentoring, Dr Sharonjeet Uppal. Leaders will have their profiles featured on the Medic Mentor website and be invited to publish articles on their Ambassador experiences in the **Mentor Magazine**. As a School Ambassador there will be numerous opportunities to boost your CV in terms of leadership, volunteering, teaching and publishing.

Successful students will also receive a certificate in recognition of their role as a School Ambassador and presented at the Medic Mentor Awards in December 2019.

There is NO DEADLINE for this application, however once 3 Ambassadors have been appointed at your school, they cannot consider any further applications. If you would like to know if Ambassador positions at your school have already been filled – speak to Mrs Gaulton, Futures Coordinator.

### https://medicmentor.co.uk/school-ambassador-application-form/

#### **Amazing Apprenticeships**



The new May **Parents Pack** is here and includes typical interview questions, creative apprenticeships, apprentice and employer views on work experience,

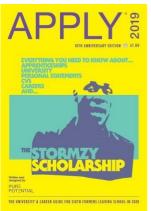
conversations about mental health, results day helpline and much more!

https://amazingapprenticeships.com/resource/parents-pack-may-2019/

#### **Apply 2019 Sixth Form Guide**

With half term nearly here, this is the perfect time to purchase copies of APPLY®, the university and career guide for Year 12s.

The 2019 edition covers everything you need to help with the next steps on your journey; whether you choose to embark on an apprenticeship, apply to university through UCAS, take a gap year or start employment.



#### **Topics include:**

**Personal Statements** - a 12-page, step-by-step masterclass on how to impress admissions tutors (perfect for students to take home over the summer)

**Apprenticeships** - why they are now the respected alternative to undergraduate study in a wide range of industries

**Job Applications** - CVs, covering letters, and the new methods of assessment (gameification, situational judgement tests and more)

Career Profiles - medicine, law, creative arts, engineering, blogging, teaching, corporate social responsibility, investment banking, hospitality and professional services

**Studying Abroad** - studying a degree in America, Europe, Australia or New Zealand

**Gap Years** - why you might consider taking a year out after leaving school

**Student Finance** - an exclusive for APPLY by Martin Lewis, Money Saving Expert

You'll also find useful information on how to handle Alevel results day, choosing a career path, Freshers' Week, using university league tables, applying to



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Oxford and Cambridge, sponsored degree apprenticeships plus featured articles by Debate Mate, Original Steps, the Fulbright Commission, Inner Temple, LinkedIn, the Institute of Student Employers and Save the Student.

Students can purchase this guide for the reduced price of just £3.50, subject to number of orders received. Please send the money in to Mrs Gaulton, Futures Coordinator.

### UNIFORM4KIDS

Perfect Summer Job for Students - Sales Assistants Required -School Uniform/Sports Shop in N. London

Uniform4Kids is an established School Uniform and Sportswear company. They currently have vacancies for Summer Temporary Customer Sales Advisors based in Enfield.

Please note you must be available to work until September 14th to be considered for these positions. They are looking for friendly, self-motivated, enthusiastic, hard-working applicants

#### **Main Duties:**

Working within a friendly, enthusiastic and hardworking team. Duties will include -

- Greeting and serving customers
- Processing telephone and internet orders
- Attend selling and PR events at various schools
- · Checking in deliveries
- · Replenishing stock on the shop floor
- Stock counts

Candidates will be expected to work 4-5 days per week. Please send through your CV, stating the location that you would like to be considered for & your availability (from/until/any holiday dates/dates you cannot work) to:

jobs@uniform4kids.com



### 1x Apprenticeship – Mercedes-Benz - Bishop's Stortford

Mercedes-Benz are looking to recruit an Apprentice Retail Parts Advisors to join their busy team at Mercedes-Benz Bishops Stortford. This is an excellent opportunity for an outgoing, enthusiastic and proactive individual with fantastic communication skills who strives to progress on the career ladder. These positions will offer the right candidate the chance to work for one of the world's most prestigious automotive companies.

You will be working in a busy environment, constantly representing the brand and its values by exceeding our customer's expectations and delivering an unparalleled level of service and quality.

#### The role of an Apprentice Retail Parts Advisor

- Building and maintaining relationships with internal and external customers both in person and over the phone
- Developing relationships with other departments
- Preparing orders
- Meeting deadlines
- Stock Control/ Management
- Processing Warranty Claims and Payments
- Identifying Parts
- Business development/ Planning
- Marketing and Visual Merchandising
- Forecasting and Budgeting
- Managing logistics including organising and arranging deliveries

#### **Desired Skills and Personal Qualities**

- Customer service skills
- Sales Skills
- Organisational skills
- ICT Skills
- Complaint resolution skills
- Problem solving abilities
- Ability to work independently and as part of a team
- Flexibility
- An interest in motor vehicles

#### **Entry Qualifications (Preferable)**

GCSE grades 9-4 (A\*-C) in:

- Mathematics
- English Language

#### **Future Career opportunities**

- Parts Process Specialist
- Parts Supervisor
- Parts Manager
- After Sales Manager

For more information or to apply, please click the link below:

https://www.mercedesbenztraining.co.uk/mercedesbenz\_academy\_programme.aspx



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There are a range of apprenticeships advertised weekly via the Harlow College and Hertford Regional College websites.

http://www.harlow-college.ac.uk/studyoptions/apprenticeships/apprenticeship-vacancies

### https://www.hrc.ac.uk/apprenticeships/apprenticeship-vacancies

Here is a selection of the positions currently on offer. For further details on each apprenticeship please visit the website.

#### **IT Helpdesk Engineer Apprentice**

Tranquil IT are seeking an apprentice IOT Helpdesk Engineer to join their growing support team at their Bishops Stortford Base. Full training given.



Location: Bishop's Stortford Closing Date: 09/06/2019

Employer Name: Tranquil IT Solutions (South) Ltd

Wage: £156.00 Ref: 1454902

https://www.findapprenticeship.service.gov.uk/apprenticeship/-337823

### **Business Administration Apprentice (Operations Assistant)**

An exciting new opportunity has arisen for a motivated

Operations Assistant to join our Operations Support team. As well as learning many key skills on the job, there is also the benefit of doing a Business Administration apprenticeship to gain a qualification whilst working.



Location: Bishop's Stortford Closing Date: 09/06/2019

Employer Name: Connect Scaffolding Limited

Wage: £13,000.00 - £15,000.00

Ref: 1498460

https://www.findapprenticeship.service.gov.uk/apprenticeship/-385025

#### **Accounts Assistant Apprentice – AAT**

A wonderful chance to train as an Accounts Assistant Apprentice (AAT) with a busy and growing accountancy practice. At Senig UK we believe in organically growing staff who can then



progress in the business; we offer person growth, personal development, improvement and promotion within our fast-growing international practice.

Location: Harlow

Closing Date: 09/06/2019

Employer Name: SENIGUK CONSULTING LTD

Wage: £187.50 Ref: 1528993

https://www.findapprenticeship.service.gov.uk/apprenticeship/-416988

#### **Health and Social Care Apprenticeship – Cheshunt**

Working in a care home for older

people.

Location: Waltham Cross Closing Date: 13/06/2019

Ref: 1528525

https://www.findapprenticeship.service.gov.uk/apprenticeship/-416496

#### **Business Administration Apprentice**

The primary role of the Business Administration Apprentice will be to carry out a range of administrative duties relating to the smooth running of HR, IT,



facilities and consumables levels in the office.

Location: Hoddesdon Closing Date: 23/05/2019

Ref: 1532223

https://www.findapprenticeship.service.gov.uk/apprenticeship/-420338

If you have any questions or queries relating to careers please contact the careers leader Kate Ward on <a href="mailto:wardk@haileyburyturnford.com">wardk@haileyburyturnford.com</a>