

ing economic prosperity

FREE

World of Work

Leicester and Leicestershire



An overview of the key employment sectors
across Leicester and Leicestershire for adults

www.llep.org.uk
@llepnews

This guide has been collated to help adults with local job sector information. Whether you are looking for work, or in work, looking to gain new skills or change career, there are a wide range of roles and opportunities across this area. Read on and find out more.

STRONG DIVERSE ECONOMY



THREE WORLD CLASS UNIVERSITIES

GOOD



ROAD AND TRANSPORT LINKS

Leicester is at the centre of the Leicester and Leicestershire Enterprise Partnership area and is a key shopping and employment centre.

Across Leicestershire, there are important towns which provide local jobs, shopping and services. There are also many attractive villages and a pleasant rural environment.

The area has a strong and diverse economy with a central location, good road transport links and East Midlands Airport (the second largest freight-handling airport in the UK). This has led to the development of a thriving transport and logistics sector alongside a strong manufacturing sector. In recent years the health, tourism and hospitality sectors have grown along with the creative industries.

Many large, well known employers are based here, including:

- Next
- 3M
- Samworth Brothers
- Caterpillar
- Triumph
- DHL
- Mars

- Dunelm
- Marks and Spencer
- Santander
- United Biscuits
- Lafarge Tarmac
- PepsiCo
- British Gypsum

However, most of the businesses are small in size, with 98% employing fewer than 50 people.

There are three world-class universities based across Leicester and Leicestershire, a strong further education college network, and a good choice of schools and private training providers.

The area is well known for having a very diverse population, giving opportunities through strong trade links with overseas businesses.



This booklet has been designed to give an overview of the key employment sectors around Leicester and Leicestershire (pages 4-15), numbers employed in those sectors, and where to access careers advice (pages 24-25).

There are a variety of options for adults to gain new skills or qualifications, including apprenticeships (page 21). The guide also highlights some of the support available to adults through the European Social Fund, including the Leicester Employment Hub (page 21), which has an events page to show you local job and career fair information.

Finally, there is some advice about the skills that employers value, and hints and tips about job hunting (pages 26-27).

Important skills and sectors in this area

See pages 4 - 15



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Business, Finance and Professional Services

**BUSINESS
FINANCE &
PROFESSIONAL
SERVICES
EMPLOYS
42,710
ACROSS 10,180
WORKPLACES**

**GOOD
communication
SKILLS**



**STRONG
IT SKILLS**

Our business, finance and professional services is a growing sector, and includes: financial services, accountancy, business consultancy activities, legal activities, media, architectural activities, public relations, advertising agencies and market research.

Several major banks have a base in our area and **Santander** has its headquarters at Carlton Park.

There is a solid demand for jobs including **finance, accountancy, IT specialists and managers**, along with **customer service** and **administrative support** roles.

Growing areas include cyber security, risk management, data protection, software services, tech-led innovation and environmental consultancy.

There are good opportunities for training and development across roles, with many entry level opportunities for people

with the right personality, plus graduate entry roles and the chance for on-the-job learning through apprenticeships.

The sector also highly values the life skills that older entrants offer. Employers will look for:

- good communication skills
- strong IT skills
- attention to detail and accuracy
- the ability to focus on and meet customers' needs.

OTHER LOCAL EMPLOYERS INCLUDE:

HSBC Merchant Services, Global Payments UK, KPMG, Berkeley Insurance Group, Mattioli Woods, Brett & Randall, RBS, Hornbuckle Mitchell, Aviva, Kroner, Freeths.



Find out more:

www.cipd.co.uk | www.apprenticeships.org.uk | www.accaglobal.com/uk/
www.icaew.com | www.leicesterbusinessfestival.com

Construction



The construction industry is set to grow significantly over the next few years. Demand will come from the need for more private housing, commercial growth and infrastructure and the need for energy efficiency. The area has approximately 4000 construction employers, many of which are 'micro' size, plus some of the larger names, such as:

- **Barratt Developments** in Bardon Hill, Coalville
- **Broadthorpe** in Loughborough
- **Davidsons** in Ibstock
- **Jelson Holdings** in Leicester
- **Westleigh** in Whetstone
- **Bloor Homes** in Measham
- **Pick Everard** in Leicester

Construction is a career like no other, with opportunities for individuals of any age and ability, but many more opportunities within skilled trades and at higher level occupations.

Employers will look for:

- reliability and flexibility
- specific technical skills
- the ability to follow plans
- organisational skills

- teamwork skills
- the ability to stay calm under pressure
- the ability to follow health and safety guidelines.

OTHER LOCAL EMPLOYERS INCLUDE:

Galliford Try, William Davis, JH Hallam, RTS Contracts, Morris Homes, Wates, East Midlands Housing Group, C3 Construction

KEY LOCAL SUPPLIERS TO CONSTRUCTION INCLUDE:

Bardon Aggregates, Lafarge Tarmac, British Gypsum, Ibstock Brick

DID YOU KNOW?

There are over 180 different roles in construction, in both on and off site careers. Innovation is growing in modular and off site construction, 3D design and predictive software.

WORKFORCE
OF AROUND
22,670



IN DEMAND
CIVIL ENGINEERS

A construction
managers

ELECTRICIANS

plant operatives

ENVIRONMENT
SPECIALISTS





Creative Design/Digital

This is a diverse sector with many different job roles and fast moving technology, with 11,860 jobs across 3,150 work places.

WORKFORCE
OF OVER
11,860
GOOD



problem solving
SKILLS



CREATIVE
ENQUIRING
MIND

The LLEP area is home to a cluster of creative businesses, and provides several highly successful facilities for new businesses to start and grow. These include:

- **Leicester Creative Business Depot**
- **Phoenix Square Digital Media Centre**
- **The Ferrers Centre** near Ashby de la Zouch
- **Dock**, Pioneer Park
- **The Atkins Building**, Hinckley

The sector is often split into three parts: arts, culture and creative media.

There is a strong demand for highly qualified and experienced professional and technical staff. Also in demand are: **ICT professionals, 3D designers, broadcast engineers, production engineers, social media specialists, coders and data management experts.**

Employers will look for:

- strong IT knowledge and experience
- the ability to manage on-going change
- good problem solving skills
- a creative and enquiring mind

Competition for jobs is high and many people in this industry have a degree. You need to be tenacious and talent also counts greatly, of course! About 25% of people work freelance, meaning less job security, but more flexibility.

LOCAL EMPLOYERS INCLUDE:

Standout Design, The Artisan Press, Checkland Kindleysides, Dare, Juice, Flexpress, Go Inspire, Arch Creative, White Room Media, John E Wright, Big Communications, theatres and cinemas, local media such as TV/radio, web and app design companies.

Find out more:

www.ccskills.org.uk/careers | www.screenskills.com
www.lcbdepot.co.uk | www.creativeleicestershire.org.uk | www.bubble-jobs.co.uk

Education

This sector provides 45,370 jobs, which link to the local schools, colleges and three universities. There is a shortage of teachers for specific subjects such as maths, physics, chemistry and modern languages. The development of online courses and e-learning mean that there will be an increasing demand for skills in this area as well. For many roles a degree is needed but there are also support roles that do not; numbers of apprenticeships to access the sector are also increasing. Career changers are welcome as many roles benefit from adults with experience in industry.

LOCAL EMPLOYERS INCLUDE:

Local FE colleges, University of Leicester, De Montfort University, Loughborough University, language schools, Leicester City Council and Leicestershire County Council, childrens centres, local schools and academies, training providers and adult education centres.



SECTOR PROVIDES
45,370
JOBS

<https://getintoteaching.education.gov.uk/>
www.tefl.org.uk | www.feadvice.org.uk
www.tes.com/

Fashion and Textiles



Leicester and Leicestershire is one of the most active textile manufacturing centres in the UK. Some retailers are choosing to switch garment production from abroad back to the UK, and the sector looks set to continue to grow, as some local businesses are investing significantly in high technology machinery.

This sector includes many occupations such as **textile research and development, design, pattern cutter, sewing machinist, knitter, fabric printer, buyer, textile machinery technician, production manager and mechanical and electrical engineer.** New innovation means that IT and CAD skills are in demand to meet the needs of high-tech machinery.

Local employers such as **Basic Premier, Vinola Knitwear** and **DeeKay Knitwear** value enthusiastic and hardworking people, so a speculative letter or application is always worth trying. Some roles are ideal for on the job training, but as machinery and techniques are increasingly 'state of the art' higher level skills and qualifications needs will grow.

OTHER LOCAL EMPLOYERS INCLUDE:

Fashion Fabric Transprinters, TDP Textiles, HM Hosiery, CS Fashion, Galaxy Knitwear, Fanela, Top See Ltd, Just Hype, Elite Labels, Early Days, Faering Ltd, Barcode Fashion, Studio One.



EMPLOYING
10,240



<https://ccskills.org.uk/> | www.apprenticeships.org.uk | www.ukft.org
www.drapersjobs.com | www.leicestershiretextileshub.co.uk



Food and Drink Manufacturing

SECTOR EMPLOYS 12,960

ACROSS 150 WORKPLACES

GRADUATES

MAKE UP 20%
OF THE TOTAL WORKFORCE

GOOD



teamwork
flexibility and
communication

SKILLS

Food and drink manufacturing is a well-established and growing sector in this area, with large employers such as **Samworth Bros, PepsiCo (Walkers)** and **Mars**. Equally, there are many smaller 'artisan' companies to cater for the growth in hand-made and home grown goodies. Health food offers are also growing.

The area has several thriving markets and food festivals, and speciality local foods (Melton Mowbray Pork Pies, Stilton and Red Leicester cheeses) plus multi-ethnic foods in Leicester. The **Leicester Food Park** provides food manufacturing space to support new and established food businesses.

The sector has a huge range of roles, including food science, product development, marketing, research, packaging and new technology. Graduates make up 20% of the workforce, and there is a strong demand for skills at all levels - from creating recipes, product tasters, production line roles, mechanical engineers and packaging through to senior managers.

Science, technology, engineering and maths (STEM) qualifications are valued at senior levels, plus teamwork, flexibility, and communication skills at all levels.

In demand: bakers, food technologists, quality assurance, production engineers, cheese makers, brewers, sustainability experts, food preparation operatives, process operatives and production managers.

OTHER LOCAL EMPLOYERS INCLUDE:

United Biscuits, Pukka Pies, Everards, Refresco Drinks, Long Clawson Dairy, Lakshmi & Sons, Hancocks Group (confectionery), Delifrance (UK), Fresh Pak Chilled Foods, Belvoir Fruit Farms, Pukka Pies, Just Egg, Everards, Leicester Bakery plus farms, orchards, butchers and bakeries.

www.tastesuccess.co.uk | www.tastycareers.org.uk
www.leicesterfoodpark.co.uk

Health and Social Care



This is a hugely growing sector with many rewarding roles. People are living longer with more complex needs and also value their independence, and the increase in the use of 'assistive' technology in this area will help them to do this. Health and social care services are working more closely to enhance local support.

There are over 350 different job role opportunities across health and social care, and many promotion opportunities for people who have the right skills.

The **University Hospitals of Leicester NHS Trust** is working to promote more apprenticeships within the healthcare sector, both in clinical and non-clinical settings. Other employers include **health centres**, the many **local care homes**, **city, county and district councils**, **private health organisations**, **domiciliary care agencies** and **community service agencies**.

The adult social care workforce must grow by 80% by 2025 and domiciliary care (care provided in the home) is heavily expanding.

Employers will look for:

- the ability to manage ongoing change
- commitment and compassion
- reliability and flexibility
- the ability to stay calm under pressure
- the ability to relate to people from a wide range of backgrounds.

In demand: healthcare assistants, nurses, radiographers, mental health workers, midwives, social workers, pharmacists, care workers, therapy staff, GPs, bio-medical and scientific health care support.

**EMPLOYS
AT LEAST
57,550**



**SECTOR
EXPANDING
especially
CARE FOR
ELDERLY**

DID YOU KNOW?

Charnwood Campus in Loughborough hosts world-class flexible laboratories, specialist manufacturing facilities and small and large office space for the bio-medical and pharmaceutical sectors. The site is the first UK Life Science Opportunity Zone.

www.stepintothens.nhs.uk | www.nhscareers.nhs.uk | www.lscdg.org
www.skillsforcare.org.uk | www.jobsatleicestershospitals.nhs.uk



Manufacturing and Engineering

All sorts of things are made in Leicestershire, from bricks, pharmaceuticals, and furniture to motorbikes! It is our largest sector for employment.

**SECTOR
PROVIDES OVER
66,000
JOBS**



Some key employers are:

- Caterpillar
- Druck
- Preci-Spark
- Triumph

This sector includes technical consultancy, scientific research and development, manufacturing and engineering. High technology manufacturing provides **22,420** jobs and an additional **43,580** people are employed across manufacturing in general, so it's a huge sector here!

Engineering is a broad discipline and roles include electrical and mechanical engineering, aerospace experts, production managers, IT, production engineers, 3D printing technician, design and development engineers, technical consultants and machine programmers.

The number of well qualified people employed in higher level occupations has been growing as products and processes are getting more complex.

MIRA Technology Park

at Hinckley is a global centre for automotive research and development. An on-site training centre opened there in September 2018, with options for adults and young people.

Employers value applicants with science, technology, engineering or maths (STEM) skills, and will also look for:

- adaptability
- transferable skills
- creative ability to find solutions to engineering challenges
- teamwork skills
- communication skills

In demand: electrical engineers, aerospace experts, green technologists, mechanical engineers, production operatives, technicians, data analysts, IT engineering, research and design engineers

OTHER LOCAL EMPLOYERS INCLUDE:

Norton Motorcycles, Fisher Scientific, Royal Enfield, Taylor Hobson, Morningside Pharmaceuticals, Plastrubition, SPS Technologies, Emerson Process Management, JJ Churchill, Honeywell Gent.

Find out more:

www.semta.org.uk | www.tomorrowseengineers.org.uk | www.futuremorph.org
www.apprenticeships.org.uk | www.ice.org.uk | www.miratechnologypark.com
www.lusep.co.uk | <https://miratechnologyinstitute.co.uk/>

Public Administration



Public administration and defence covers a broad range of roles across the city and county, such as the civil service, police, local government, fire service, tax, libraries, immigration and prison service. This sector offers increasing numbers of apprenticeships and other options for adults to enter at a range of different levels and progress.

LOCAL EMPLOYERS INCLUDE:

Leicestershire Police, Leicester City Council, Leicestershire County Council, Leicestershire Fire & Rescue Service, Army, Navy and Airforce, tax offices and prisons, DWP.

PUBLIC
administration
and defence
PROVIDES
OVER
20,220
JOBS

roles include
CIVIL SERVICE



police & fire
services
local government



www.civilservice.gov.uk/recruitment | www.leics.gov.uk/jobs.htm
www.leics.police.uk/join-us | www.leicestershire-fire.gov.uk/careers-with-us/recruitment/
www.gov.uk/government/organisations/ministry-of-defence/about/recruitment
www.leicester.gov.uk/jobs-careers.aspx | www.prisonandprobationjobs.gov.uk



Retail

The area has a wide range of retail offers including large shopping centres, retail parks and smaller ‘boutique’ offers.

**SECTOR
EMPLOYS
ABOUT
45,630**

**EMPLOYERS
LOOK FOR
customer
SALES &
SERVICE
SKILLS**



problem solving
SKILLS

Leicester city centre includes:

- the **Highcross** shopping centre
- the small boutique areas of **The Lanes** and **St Martins**
- **Europe’s largest covered market**
- the ‘**Golden Mile**’

The **county** has attractive market towns such as Market Harborough, Melton Mowbray and Loughborough with strong retail offers.

Fosse Park shopping centre is expanding, bringing more jobs. Several key retailers have their headquarters in the county – such as **Next**, **Joules** and **Dunelm**, with a range of career options.

Online sales are booming, bringing new roles such as online marketing and web support. Physical stores are looking at ways to retain footfall by offering new in store experiences.

This sector offers a range of roles, from buying to visual merchandising. The majority of opportunities are in **customer service, sales and management**. Many shops advertise vacancies in store or use social media feeds.

This is a very competitive, dynamic and fast paced industry, aiming to maximise sales, appeal to customers and compete with rival stores.

Online selling of ‘niche’ products or local produce are popular ideas with adults who want to set up their own retail business.

- Employers will look for:
- customer service skills
 - the ability to manage ongoing change
 - problem solving skills
 - management potential.

LOCAL EMPLOYERS INCLUDE:

John Lewis, Wilkinsons, Lipsy, Shoe Zone, Topps Tiles, George, Tylers, Goldsmiths Jewellers, Brantano (UK), Thurmaston Retail Park. Supermarkets like Tesco, Morrisons, Lidl and Asda, other retail outlets like DIY stores and garden centres.

Find out more:

www.inretail.co.uk | www.fashionretailacademy.ac.uk
www.apprenticeships.org.uk | www.highcrossleicester.com/jobs
www.fosshoppingpark.co.uk | www.leicestermarket.co.uk

Tourism and Hospitality



This sector includes bars, eateries, attractions, festivals, events and accommodation. There are many roles to suit people of all ages. The areas tourism offer is growing, with increasing numbers of national and international visitors.

The discovery of the remains of Richard III and the success of Leicester City Football Club in 2016 has put Leicester firmly on the global map. Other well-known venues include the **National Space Centre, Bosworth Battlefield, Curve, Twycross Zoo** and the **National Forest**.

Tourism and hospitality can have a high employee turnover, so there are on-going opportunities to get in and progress. There may also be a lot of casual work through the growing number of local festivals and events. Skills gaps tend to be in customer services and languages.

Employers look for:

- customer service skills
- enthusiasm
- the ability to use your initiative
- flexibility in working hours.
- health and safety awareness

In demand: chefs, management roles, language skills, front of house, tour guide, barista, catering support, cabin crew, waiting staff, housekeeping roles.

OTHER LOCAL EMPLOYERS INCLUDE:

Ragdale Hall, Conkers, the Great Central Railway, Leicester Tigers, Leicester City Football Club, local museums, East Midlands Airport, tourist centres, travel agencies, hotels, cafes, restaurants, King Richard III Visitor Centre, Twin Lakes.

ESTIMATED
40,860
IN THIS
SECTOR

employers
LOOK FOR
POSITIVE
enthusiastic
OUTLOOK



FLEXIBILITY



Transport and Logistics

Leicestershire is a real hot spot for this sector. The array of opportunities in logistics is much wider than 'picking and packing'; many activities are highly automated with a range of high tech support roles.

SECTOR EMPLOYS OVER 51,840



95%

of population accessible **BY ROAD** within 4hrs



HOME TO **EAST MIDLANDS AIRPORT**

The area's central location on the national road network means that 95% of the English population is accessible by road within four hours.

There are many major employers based here, especially near to **East Midlands Airport** (including **Marks and Spencer** and **DHL**) and at Magna Park (for example, **Asda**, **George**, **Unipart** and **Britvic**). Local developments include **Enderby Logistics Point**, **Mere Lane** at Bittesby and **Glebe Farm** at Lutterworth.

A huge rail freight and warehouse development (SEGRO-Roxhill) is also being shaped alongside the East Midlands Airport, bringing over 7,000 jobs to the area in customer service, IT, engineering, warehouse support and management. The airport is also expanding, both in passenger and cargo - meaning more opportunities!

This is a fast growing sector offering much scope to get in and move up the career ladder, with many entry positions but also graduate schemes. Life experience is welcome across all roles.

Roles include: import export roles, customer services supply chain planning and management, mechanical engineers, transport managers, HR, accounts, IT, driving, passenger security - even pilot roles!

Key skills for the logistics sector include:

- team work skills
- customer service skills
- flexibility
- driving skills
- creativity - companies are always looking for innovation to make efficiencies!

OTHER LOCAL EMPLOYERS INCLUDE:

Ceva Logistics, Pall Ex, HAE Group, Royal Mail, HW Coates, Gm2 Logistics, Dunwoody Airline Services, Scania, AM Widdowson, Fred Sherwood & Sons, Neovia, DPD, Amazon, plus a huge range of smaller companies who support the 'supply chain' of this sector.

Find out more:

www.lutterworth.magnapark.co.uk | www.apprenticeships.org.uk
www.careerthatmove.co.uk | www.eastmidlandsairport.com | www.ciltuk.org.uk
www.ioc.uk.com | www.novus.uk.com | www.dataacademy.co.uk

Space and Digital Technology

Every time we make a mobile call, watch TV, or use a satnav, space technology is used! This area has strengths in space with local university expertise, the iconic National Space Centre, and an existing business base. The Space Research Centre at the University of Leicester, offers specialist skills and equipment for the design of space missions and new instrument testing.

The new Space Park in Leicester will be a world leading hub for space-enabled industry, where future space scientists will be trained on-site. It is estimated that 2,500 jobs will be created at the park.

There are a number of local companies here which are associated with the aerospace industries, including **Winbro Technologies, JJ Churchill, Cavendish Nuclear, Ametek and GE Sensing**. Engineering, science and computing skills (especially in programming and data management) are key in this fast growing sector.

Digital skills are needed in over 90% of all jobs roles today, with growing demands at higher levels; there is also a hugely increasing use of digital technology across all sectors.

As more products and services go 'online', web skills and digital marketing grow in demand, plus cyber security needs.

Sport and Physical Activity

This area is well known for many sporting achievements and is host to major motor racing events at Donington Park and Mallory Park, and horse racing at Leicester Racecourse. Leicester is becoming a global hub for eSports, a hugely growing area of sport.

The sector covers the manufacture and sale of sporting goods and equipment, activities of sports facilities and fitness clubs, marketing and promotion, and links to scientific activities such as research to aid sporting performance. Sporting venues offer a range of entry level jobs for adults. The area has world-leading university research and training capabilities, and a cluster of sport national governing bodies at SportPark (at Loughborough University).

Leicester Riders moved into a new £4.5million 3,000 capacity arena recently; Leicester Tigers have a new 3,000 seat stand and Leicestershire County Cricket Club has new facilities and floodlights. **Roles vary, but will include sports coaches, instructors, leisure assistants, greenkeepers, grounds support, marketing, sales, hospitality, and sports equipment manufacturing roles.**

Job competition is high; many more people study sports courses related to available jobs – but the sector contributes greatly to the local economy.

SECTOR PROVIDES
OVER 9,500
JOBS

www.spacecareers.uk | www.spacecentre.co.uk
<https://nationalspaceacademy.org>
www.loucoll.ac.uk/tags/space-engineering

www.careers-in-sport.co.uk
www.gov.uk/apply-apprenticeship
www.sportpark.org.uk | www.skillsactive.com



WORTH £23.4 BILLION
The largest economy in the East Midlands



17,430 SKILLED GRADUATES
Entering the workforce each year

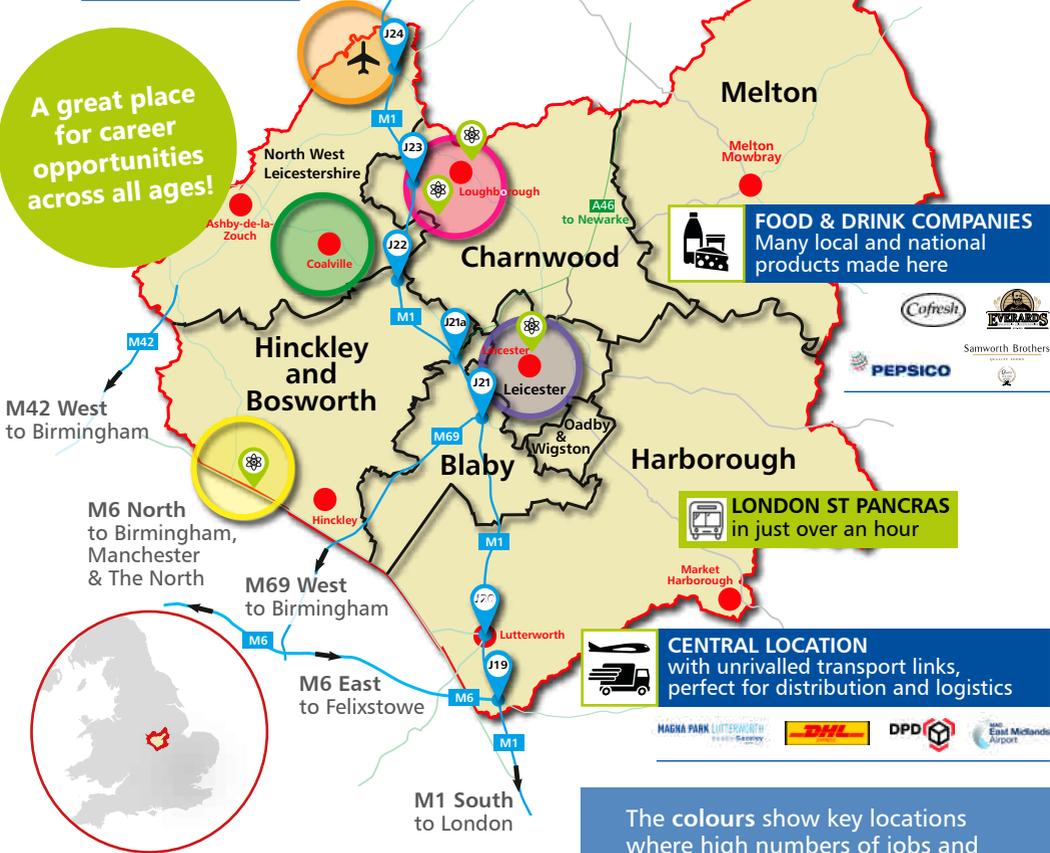


Home of
TOP-LEVEL SPORT



M1 North
to Sheffield,
Leeds & The North

A great place
for career
opportunities
across all ages!



FOOD & DRINK COMPANIES
Many local and national
products made here



LONDON ST PANCRAS
in just over an hour

CENTRAL LOCATION
with unrivalled transport links,
perfect for distribution and logistics



SEVERAL RETAIL HEAD OFFICES
are based here



PROFESSIONAL & FINANCIAL SERVICES
Companies choose Leicester



STRONG ADVANCED MANUFACTURING & ENGINEERING SECTOR



The colours show key locations where high numbers of jobs and opportunities are expected due to investment and regeneration projects.

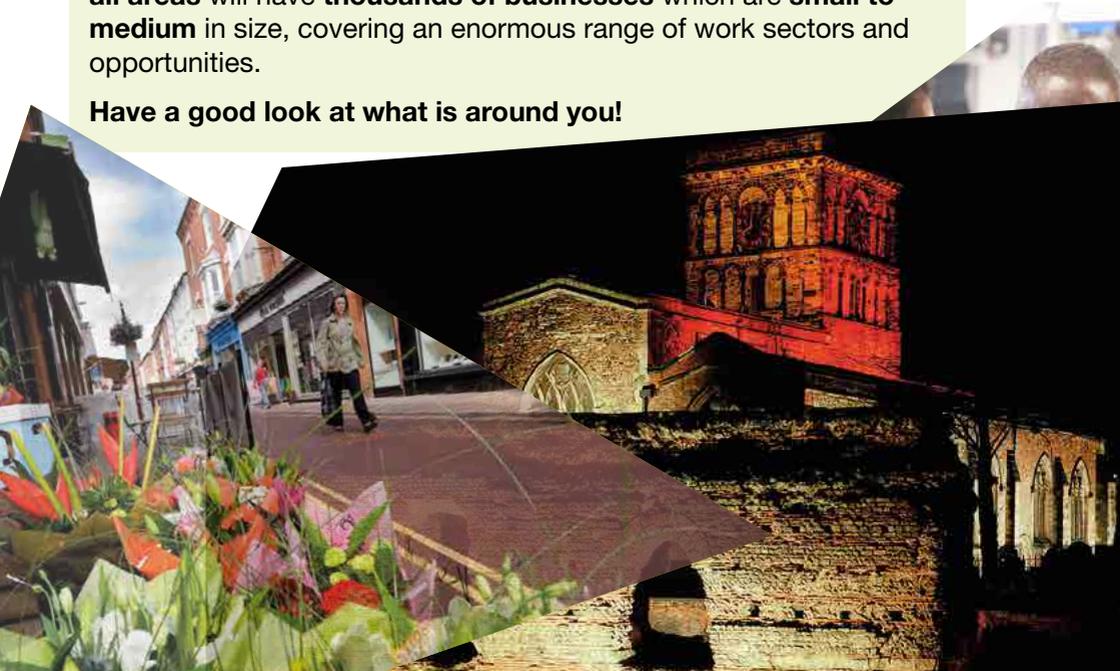
- Leicester urban area (Waterside project, city regeneration areas)
- East Midlands Enterprise Gateway in the East Midlands Airport area
- Coalville Growth Corridor
- Loughborough (Loughborough University Science & Enterprise Park)
- South West Leicestershire (MIRA Technology Park Enterprise Zone)
- Enterprise Zones

Some locations around the city and county attract specific industries

- The **Melton** area has a large presence of food and drink manufacturing, speciality foods and tourism and hospitality.
- **Oadby** and **Wigston** also has a high concentration of jobs in food and drink manufacturing (Pladis and Blackfriars Bakery), plus logistics, engineering, manufacturing and health.
- Business and financial services is a key sector in the **Blaby** area, thanks to the location of Santander and the Meridian/Grove Park area. Logistics is also strong here.
- **North West Leicestershire** (this includes **Coalville** and **Ashby**) is a key location for logistics, transport and business/finance, with both the Bardon Industrial Estate and East Midlands Airport here.
- The **Charnwood** area has good concentrations of employment within high tech manufacturing, tourism and hospitality and sport.
- **Market Harborough** is a popular location for logistics (Magna Park) retail, engineering, tourism and hospitality.
- Manufacturing is very strong in **Hinckley**, thanks to the MIRA technology park and other businesses including Triumph and Caterpillar; logistics is also huge, with the large DPD depot.
- The **city centre** has strong pockets of creative design, along with business and finance, textiles, health, education, retail and knowledge based businesses.

Although some locations are stronger in some sectors than others, **all areas** will have **thousands of businesses** which are **small to medium** in size, covering an enormous range of work sectors and opportunities.

Have a good look at what is around you!



About Enterprise Zones

Enterprise Zones are designated areas across England that provide tax breaks and government support to businesses basing themselves within the zone. They are great places to do business especially for both new and growing firms.

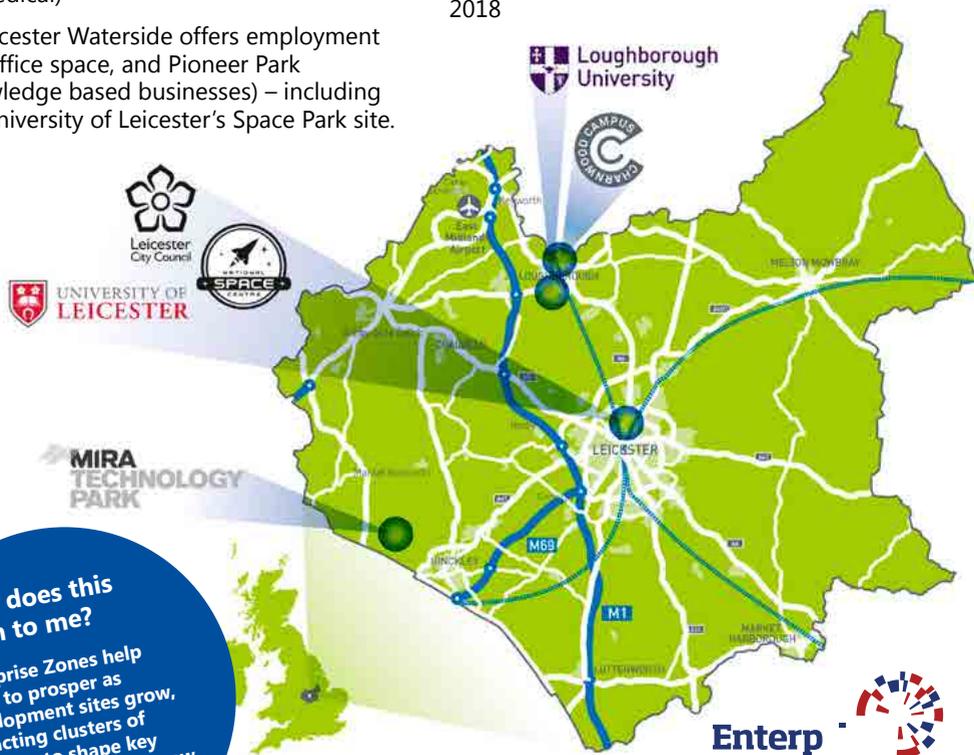
Leicestershire has two Enterprise Zones which are:

Loughborough and Leicester Science and Innovation Enterprise Zone (three sites)

- Loughborough University Science and Enterprise Park (advanced manufacturing, energy, sport science and low carbon)
- Charnwood Campus, (life sciences/ biomedical)
- Leicester Waterside offers employment and office space, and Pioneer Park (knowledge based businesses) – including the University of Leicester’s Space Park site.

The MIRA Technology Park – (automotive research and development bordering Hinckley)

- The largest automotive technology park in Europe, with fantastic, advanced £300m test facilities available
- Over 35 businesses onsite and 510 jobs created since 2011
- An on-site training centre for the automotive industry opened in September 2018



What does this mean to me?

Enterprise Zones help areas to prosper as development sites grow, attracting clusters of business to shape key sectors, and creating new opportunities!



See more at:

www.lusep.co.uk | www.charnwoodcampus.com

www.leicester.gov.uk/waterside | www.miratechnologypark.com

Find a big opportunity in a small company!

**OVER 99%
OF LOCAL
BUSINESSES**



are MICRO
SMALL or
MEDIUM



**VALUED
INPUT**

Many people like to approach well known, large companies for career opportunities, but there can be strengths in working for a smaller sized company. Over 99% of local businesses are micro (0-9 staff), small (10-49 staff) or medium enterprises (50 to 249 staff).

Why work for a smaller business?

- Your input will be valued - as part of a smaller team your contribution is more noticed.
- Lots of variety - you will learn about the day-to-day aspects of how a business is run.
- Quick progression - for those who show potential
- Contact with senior managers - you can build a good relationship and raise awareness of your work ethic.

- You can move quickly on your ideas. If you have a proposal, you can try it out without a lot of red tape.
- You can be creative! As smaller businesses have smaller budgets you'll find creative new ways to accomplish your goals.
- It's good training if you ever want to launch a business yourself. You'll see all of the realities of what day-to-day life is like as a small-business owner.

New and upcoming businesses tend to be micro, small or medium, so it is worth having a good look around you, or search online via Google or YELL.

DID YOU KNOW?

There are at least 42,000 registered businesses in this area!



Sectors with the highest number of job requirements, 2017-2023.

The LLEP undertook some skills research in 2018 to look at future demand for jobs and skills locally. This research summarises some of the main industries where job growth is predicted.

The summary table below shows the anticipated overall demand for jobs and which sectors will have the highest demand in terms of total numbers (expansion* and replacement*), from 2017-2023.

SECTOR	EXPANSION DEMAND	REPLACEMENT DEMAND	TOTAL REQUIREMENT
Manufacturing	1,390	19,330	20,720
Human Health and Social Work Activities	3,630	16,850	20,480
Professional, Scientific and Technical Activities	3,880	12,080	15,960
Accommodation and Food Service Activities	5,070	10,160	15,230
Retail Trade (except Motor Vehicle)	350	13,360	13,710
Education	(160)	13,280	13,120
Administrative and Support Service Activities	680	11,760	12,440
Wholesale Trade (except Motor Vehicle)	1,800	8,240	10,040
Transportation and Storage	320	7,960	8,280
Construction	640	6,640	7,280

*Expansion demand means new jobs – those that didn't exist before, job creation.

*Replacement jobs are those vacancies created by retirement or death.

The total demand column is new and replacement jobs; you can see that that bulk of jobs will be created by replacement demand. Locally there is an ageing workforce and hence as people retire there will be vacancies to replace them. You will note that although there is a very small decline predicted in education, overall it remains one of the largest sectors by volume of jobs.

In each sector there is likely to be a mix of both higher skilled and elementary* roles (*those that are routine tasks), giving options to enter industries either at entry level or higher. You can see the research in full on www.bit.ly/LLEPskillsforthefuture

Our Enterprise Zones (page 18) are also likely to bring a wide range of roles to the region.

Whatever your situation, you can call or speak with professionals about getting into a sector, or changing career, or increasing your skill levels and qualifications through some of the organisations over the following pages.

Adults and apprenticeships

What is an apprenticeship? An apprenticeship is effectively a way of learning new skills and gaining recognised qualifications whilst earning on the job itself. A huge range of apprenticeships are available across different roles and sectors.

No matter what your age, **adults can do apprenticeships too!** They are available to **anyone over the age of 16** and there are different qualification levels. A 'late starter' can provide maturity, reliability, life experience and knowledge to the workplace. This experience can benefit a new employer and other staff. Your interest could stem from simply wishing to **change careers**, or a need to **re-enter the workforce**. Some businesses see opportunities to grow their business by formally training existing workers; if you are in work, its worth asking your employer about this **option to 'upskill'**.

Locally more people aged 25 and over do apprenticeships than those aged 16 to 24! The reward is a **nationally recognised qualification** that has the potential to turn into a **rewarding and lucrative career**.

How do I find out more about apprenticeships?

DID YOU KNOW?

Whatever your age, adults can do apprenticeships too! Its a great option to gain higher skills or change career!

Leicester
EMPLOYMENT
Hub



European Union
European
Social Fund



Leicester
to Work

The **Leicester Employment Hub** offers help and advice to support adults to move into apprenticeships, and also advice for employers who are considering offering an apprenticeship. It also has a **local events page** to help you find out what career, job fairs and skills support programmes are coming up locally. Find out more on:
www.leicesteremploymenthub.co.uk

Working in partnership with

connexions



North Warwickshire
& Hinckley College

Loughborough
COLLEGE



Helping people change
their lives for the better



SOUTH
LEICESTERSHIRE
COLLEGE



UNIVERSITY OF
LEICESTER

The **National Apprenticeship Service** website has information and resources about apprenticeships.



On this website you can find out more about: becoming an apprentice, different levels of apprenticeships, local and national vacancies and higher and degree apprenticeships. Find out more at www.apprenticeships.org.uk

GoLearn!

Leicestershire Adult Learning Service



FREE*
Skills for
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courses



100s of courses in a wide range of subjects available day and evening countywide

FREE* English and Maths courses for adults

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Find out about our exciting, affordable courses
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Call 0116 305 0820 or **FREE**phone 0800 988 0308
leicestershire.gov.uk/GoLearn  /LeicsGoLearn

Fee reductions available • Easy payment options • FREE information and advice on learning and work

received by the main



Our innovative, flexible, and activity based Employability Programme has been designed to help you learn, improve and develop new skills required by employers in the workplace. This is the case whether you are seeking employment, already employed, or looking for a career change.



Assessments every Thursday.
Get in touch and book yours.

Learning for Work

- Employability Skills
- Computing and Digital Skills
- Business Administration and Accounts
- Working with Children and Adults.

Leicester Adult Education College, Belvoir Street. LE1 6QL



0116 454 1900

www.leicester.gov.uk/adulteducation





**NA I
LOTTERY FUNDED**



Funded projects to help you with confidence and skills.

The following four projects are funded by the European Social Fund and the National Lottery, through the Big Lottery Fund. All of the services are FREE, contact the programme of your choice to see if you meet the eligibility criteria.



Thinking of moving towards work, education or training but need more confidence first?

Our friendly Moneywise Plus advisers know the challenges and can help to build the **digital, financial and employability skills** and confidence you need e.g. to better use your mobile, computer and internet; reduce your bills, do internet banking and switch utilities; and find and move towards the right opportunities for you. The support is one to one and tailored to your needs. Call: **0300 003 7004** Email: info@moneywiseplus.co.uk Web: www.moneywiseplus.co.uk



Are you unemployed and living in rural Leicestershire?

The Work.Live.Leicestershire (WiLL) programme will help people who are unemployed or economically inactive and living in rural Leicestershire, **providing access to tailored support** that enables them to move into job search, training, or employment. The WiLL programme will run for 18 months from January 2019 - June 2020. Email: contactus@workliveleicestershire.org.uk or Twitter [@workliveleics](https://twitter.com/workliveleics)



The GREAT Project is designed to help members of families move towards employment or training

GREAT does this through **one-to-one support tailored to each individual**. As a participant on the project, each person will have access to a range of **courses and sessions focused on employability skills** and training, as well as **taster days and work experience**. For more information, call us on **0116 257 5020** or text **GREAT** and your name to **66777** (text messages cost your standard network rate)



Are you currently unemployed and living in Leicester or Leicestershire?

If so, we can help you to take your next step towards a Brighter Future.

Our Service includes:

- Benefits and debt advice
- Homelessness and housing advice
- Training courses including ESOL, Numeracy and Literacy, Digital Employability, Health and Safety, First Aid, CSCS etc
- Business start-up advice
- Support with managing your health and well being
- Employability skills including CV advice, interview skills, completing job applications and access to employers

Contact Business 2 Business on: **0116 2512998** or visit us at: www.business2businesslimited.com



25 or over and need help to get back into work?

Links to Work is a local programme with a team of experienced employability professionals who can help you maximise your full potential. A personal consultant will support you throughout your journey to overcome barriers and secure work.

Once you achieve your employment goals, support will continue through in-work support. The programme is managed by Working Links, who have 18 years of experience in helping people to find sustainable employment. Contact the Working Links team on **0800 917 9262**

Links to Work is funded by the European Social Fund, in partnership with the Department of Work and Pensions (DWP).

Help with careers

Where can I find out more about different careers?

The **National Careers Service** website is suitable for all ages and includes general information on **routes into careers, skills and qualities required, and pay**. There is also advice about **CVs, job applications and interviews**. You can do a **'skills check'** and develop an action plan to help you towards the career of your choice. Visit: www.nationalcareersservice.direct.gov.uk or call **0800 100 900**

Want face to face help or a handy workshop?

Adults who are thinking about upskilling or changing career can access a **free careers guidance** interview via the **National Careers Service (Futures)**. Pop into **Futures, 82 Charles Street, Leicester LE1 1FB** or call **0116 261 5907**. Also they offer **bespoke workshops** to support employability skills for all individuals, including those out of work for some time, those with health problems, and also for professionals/graduates. **Futures** also offer this IAG support through the **National Careers Service** in Leicestershire at Loughborough, Hinckley, Coalville, Melton, and Market Harborough – please contact your Futures Careers Adviser through the county Job Centres, to book up an appointment.

The internet

There are also some other great websites that can help you - see opposite page, and **Google** and **YouTube** have a lot of information and videos on getting into careers, applying for jobs, practice interviews, and working in different industries.



Useful websites

Careers information

National Careers Service

www.nationalcareersservice.direct.gov.uk or call 0800 100 900

Looking for work or an apprenticeship

National Apprenticeship Service

www.gov.uk/apply-apprenticeship

Find a Job

www.gov.uk/jobsearch

Leicester Employment Hub

www.leicesteremploymenthub.co.uk

Leicester Mercury Jobs

www.leicestermercury.co.uk

Indeed

www.indeed.co.uk

Linked In

www.linkedin.com

Find my nearest JCP office

www.gov.uk/contact-jobcentre-plus

Changing career

Careershifters

www.careershifters.org

Starting your own business

LLEP Business Gateway

www.llepbizgateway.co.uk

Adult learning

National Careers Service

www.nationalcareersservice.direct.gov.uk

Leicestershire County Council

www.leicestershire.gov.uk/GoLearn

Leicester City Council

www.leicester.gov.uk/adultlearning

Explore Adult Learning

www.exploreadultlearning.co.uk

The Open University

www.open.ac.uk

Your rights in work and training, including pay

Gov.UK

www.gov.uk

Volunteering

Voluntary Action Leicestershire

www.volunteerleicestershire.org.uk

Work experience

LEBC

www.leics-ebc.org.uk/Adults/Work-Experience

Help with transport

Planning a journey

www.choosehowyoumove.co.uk



What skills do employers value?

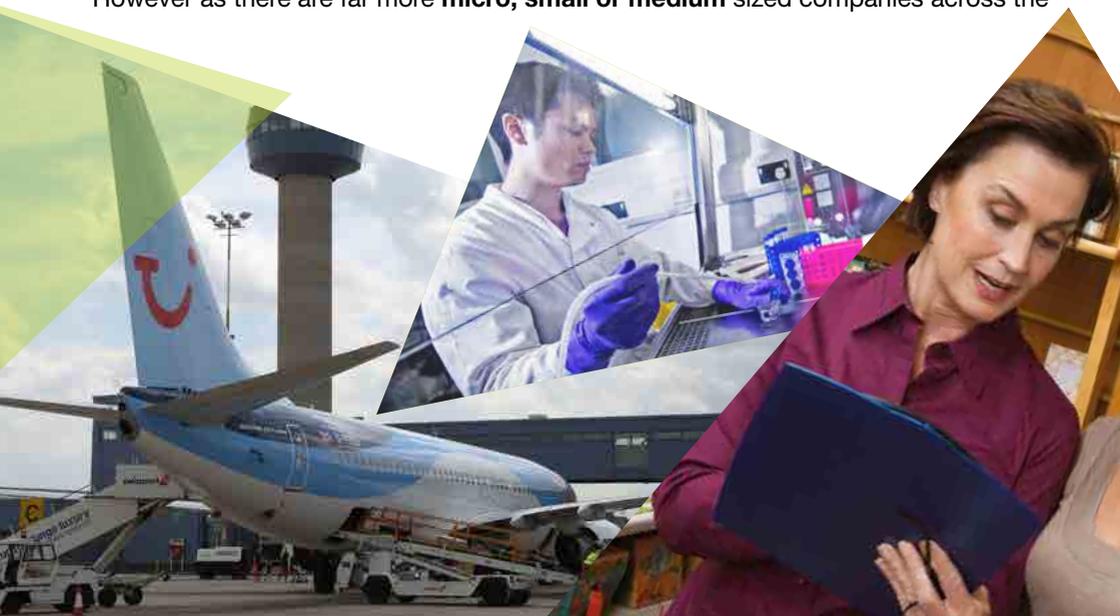
Local businesses* looking to recruit say that the following skills are valued in **any** role:

- a can-do attitude and motivation
- good attendance and time keeping
- organisational skills
- IT skills
- team working skills
- customer service skills
- flexibility
- literacy and numeracy skills.

Employers are also keen to see any **previous work experience, or voluntary work** from applicants. You can check out local volunteering opportunities on www.volunteerleicestershire.org.uk or pop into Voluntary Action LeicesterShire (VAL) at 9 Newarke Street, Leicester LE1 5SN. VAL has many partners and may have employability projects that can help you.

Employers can receive many applications for vacancies, hence candidates need to make sure that their application or CV stands out, by **checking spelling, answering questions fully and taking time to research the company.** It is important for applicants to show evidence of how they meet the **needs of the person specification** that the company is looking for. With job search activity, it is far more **effective to send out two or three CVs that are individually personalised** to a company rather than sending out 10 or 15 'standard' CVs.

Large local companies tend to receive the most applications, as they are well known. However as there are far more **micro, small or medium** sized companies across the



city and county, it is well worth researching smaller, lesser known companies and sending in a CV and letter showing what roles you are interested in and why you want to work for them.

A speculative approach can really be helpful. It costs time and money to advertise a vacancy, so employers may choose not to do so, if they know it can be filled otherwise – for example, through word of mouth, internal advertising, head hunting, or by already having potential candidates on file. Some employers might have work available, but are just too busy to advertise the post.

Many job openings (up to 75%) are never actually advertised, so a speculative approach shows potential employers a commitment towards a particular job or company. Most job seekers or career changers only see the 25% of jobs which are advertised, greatly increasing the competition.

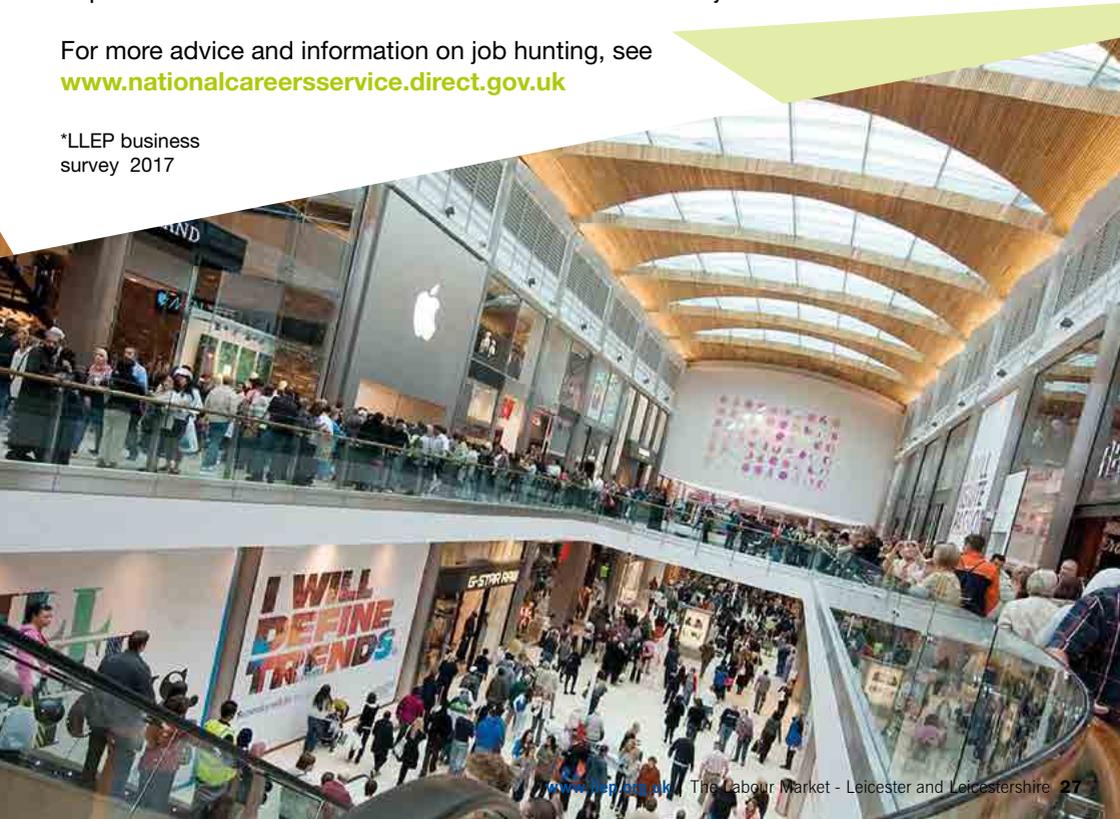
Local companies often have their own website, with a careers or job section. Many companies advertise positions through social media, such as LinkedIn, Twitter or Facebook.

Recruitment agencies are also another good source of job opportunities, and temporary roles can often lead to permanent employment.

It helps to be **‘open’ to different sectors** and areas of work. Many organisations have a large variety of roles and opportunities, and once employed, employees can look at internal opportunities for promotion, or opportunities to move into different departments. Useful transferable skills can be learnt in all job roles.

For more advice and information on job hunting, see www.nationalcareersservice.direct.gov.uk

*LLEP business survey 2017



For more information about routes into careers, qualifications, CVs, interview technique and job hunting or career change advice, visit www.nationalcareersservice.direct.gov.uk

If you are a parent or carer with a **young person aged 16-19** who needs support to move into education, employment or training, **Connexions Leicester City (City)** and **Careers Advice (County)** can help.

Find out more: www.leicester.gov.uk/connexions
tel: **0116 454 1770**, For **Careers Advice (county)**
call **0116 305 6620**

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