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Leicester & Leicestershire
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THE CAREERS &
ENTERPRISE
COMPANY



FREE
2023-24

World of Work Leicestershire

Information for young people on
industries across the area





WORTH £27 BILLION
The largest economy in the East Midlands



Three world-class universities with thousands of graduates entering the workforce each year



Home of **SPORTING EXCELLENCE**



M1 North to Sheffield, Leeds & The North

A great place to start and develop your career!

M42 West to Birmingham

M6 North to Birmingham, Manchester & The North

M69 West to Birmingham

M6 East to Felixstowe

M1 South to London



FOOD & DRINK COMPANIES
Many local and national products made here



Samworth Brothers



LONDON ST PANCRAS
in just over an hour



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

MAGNA PARK LUTTERWORTH
Sainsbury's Gateway



SEVERAL RETAIL HEAD OFFICES
are based here



PROFESSIONAL & FINANCIAL SERVICES
Companies choose Leicester



STRONG ADVANCED MANUFACTURING & ENGINEERING SECTOR



The colours show key locations for job and career opportunities due to investment projects.



Leicester urban area (Waterside project, city regeneration areas)



East Midlands Enterprise Gateway, a booming area for growth and jobs across five sites. East Midlands Airport is part of the new freeport* area



Coalville Growth Corridor



Loughborough (Loughborough University Science & Enterprise Park)



South West Leicestershire (MIRA Technology Park Enterprise Zone)



Enterprise Zones

* The East Midlands Freeport will bring thousands of jobs to the area, see: www.emfreeport.com

Introduction

Welcome to World of Work Leicestershire, a guide to industries across the area, to help you to plan your future.

This resource also includes information on qualifications and pathways, and advice on looking and applying for jobs or apprenticeships.

If you are starting to career plan, it is helpful to be aware of the wide range of roles across work sectors, and trends on what skills are needed.

There are some large, key employers in Leicester and Leicestershire, such as Sytner, Barratt Developments, IBM, Hastings Direct, Next, 3M, Caterpillar, Triumph, Dunelm, Santander and Samworth Brothers. Along with well-known names, there are thousands of micro, small, and medium-sized employers, who also offer fantastic career opportunities.

With circa 506,000 jobs and 44,660 registered businesses (both growing), read on and find out more!

LEICESTER AND LEICESTERSHIRE



POPULATION
1.06 MILLION

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The world of work

The world of work is continually changing, and you might wonder what future employment opportunities will look like. Looking at trends, the area around you, and the different ways in which we work can help you to plan your career.

What is the 'labour market'?

Labour market information can tell you:

- ↑ What jobs and skills employers are looking for
- ↑ Which industries are recruiting and where they are located
- ↑ The number of people in certain types of jobs
- ↑ Growing or declining job areas and general employment trends



See the grid opposite for some key factors that can affect the labour market.

Work facts for the 21st century

Lots of new jobs are going to be created over the next 15 years. How much do you know about the jobs listed below? They are all out there right now!

NANO-MEDICINE TECHNICIAN

DRONE TRAFFIC OPTIMISER

AUTONOMOUS CAR MECHANIC

AVATAR TUTOR BROKER

AUGMENTED-REALITY JOURNEY BUILDER

GREEN FUNERAL DIRECTOR

The majority of jobs available now and in the future require at least level 3 qualifications because many roles are increasingly using advanced technology.

What is STEM?

STEM stands for science, technology, engineering and maths. Employers value the skills you develop in STEM subjects and careers. Why? Because there are going to be more skilled jobs available in these areas in the future and young people like you will be needed to do those jobs. Being creative is also important, to be innovative in solving challenges.

What kind of STEM jobs exactly?

Some really exciting ones! Just think, you could be responsible for:

- ↑ Inventing a new low carbon transport
- ↑ Curing an illness or disease
- ↑ Forecasting earthquakes to keep people safe
- ↑ Creating the biggest video game of all time
- ↑ Building the tallest tower in the world

The changing world of work



What is changing?	How can it affect jobs and careers?	Think about it!	Which job areas will be important?
<p>New technology is being developed all the time.</p> 	<p>New technology is the main reason for old jobs disappearing. Most jobs today involve using digital skills in some way.</p>	<p>Self-service machines. Robots on production lines. Greater demand for people with IT, Artificial Intelligence (AI) and engineering skills to fix them and develop new ones.</p> 	<p>Electronics Automation and robotics engineering Creative and media Data science and machine learning Aerospace Cyber security</p>
<p>People are living longer.</p>	<p>People will need more health and social care support.</p> 	<p>More health and social care workers are needed. Demand for housing and leisure activities aimed at an older population. More products and technology that assist the elderly.</p>	<p>Health care Social care Life sciences Pharmacology</p> 
<p>The skills of people around the world are improving.</p>	<p>More competition for jobs from other countries.</p> 	<p>Higher numbers of graduates, degree-level apprentices and high-level technically qualified people in other nations. There are increasing numbers of remote and physical working offers open to a global employee pool.</p>	<p>Education Science Engineering Creative and media (including gaming) Manufacturing Digital Finance</p>
<p>There is more awareness of environmental issues.</p> 	<p>More research into saving energy and developing greener technologies across industries.</p>	<p>Low carbon transport options and skilled mechanics to maintain them. Greener construction techniques. Making processes and products more efficient and sustainable. Activities to reduce pollution.</p>	<p>Engineering (including motor vehicle) Chemical processing Recycling Agriculture Energy and utilities Innovation</p> 
<p>People are thinking carefully how they spend their money, especially on their well-being.</p>	<p>Demand for services such as catering, fitness, health spas and gaming.</p>	<p>Farms offering tourism experiences alongside agriculture. More hotels offering spa facilities. Fitness monitoring and nutrition. Workplace wellness.</p>	<p>Health and beauty Sport and leisure Hospitality and tourism Creative and media Sales and marketing</p>

Covid-19 and the world of work

Since lockdowns lifted many employers have been recruiting to boost their services, and at the time of producing this guide **the number of job vacancies outstrips the number of people looking for work**. It's great news if you are looking into careers, with opportunities available in every sector.

The recent pandemic is also another example of what can impact the world of work - services are needed to keep the country functioning and to help the sick. Government, businesses and citizens need to work together to address the pandemic, along with research needed for treatments.

Ways of working

There are several different ways of working, which can vary based on the organisation and the job; there are some roles with full-time 9am-5pm working patterns, but other ways of working are growing. Workplaces are becoming more flexible and the rate of work place change is speeding up!



Different work patterns include:

Full-time permanent contract - a traditional working pattern involving working around 37 hours a week, on a continual basis.

Temporary or fixed-term contracts – employers recruit more people at busier times, such as in logistics or agriculture.

Flexi-time working – employees do not work to set hours every day, such as 8.30am to 4.30pm.

Shift work – in some working areas, for example in factories, hospitals or warehouses, people might work shifts as they're needed at night or early morning.

Zero or low hours contracts – sometimes employers need flexibility; you are offered work as and when the company needs you.

The 'gig economy' – a growing area of work often linked to app-based platforms that hand out work in bits and pieces - such as food delivery, courier or cleaning homes.

Teleworking or working from home – with new technology work can be done practically anywhere.

Freelance and consultancy work – specialists are brought in to a business only when they're needed.

Part-time work – some people choose to only work part of a week, for example, if they're also studying.

TOP TIP!

Being an entrepreneur and starting your own business is also an option!

See page 24 for more on this.

Did you know?

In the last 12 months across Leicester and Leicestershire 163,000* job vacancies have been advertised, with 68% of roles being for full-time, permanent positions.

*Based on advertised vacancy data, 2023, from Lightcast. Data checked for duplications.

Looking at Leicester and Leicestershire employers

99.6% 
**OF BUSINESSES
LOCALLY ARE
MICRO (0-9 STAFF)
SMALL (10-49 STAFF)
OR MEDIUM
ENTERPRISES (50-249 STAFF)**

New and upcoming businesses tend to be micro, small or medium, so it is worth having a good look around you, or searching for local companies via Google or Yell.

**Did you know?
Just over 60% of
area employment
opportunities are
with SMEs**

Find a big opportunity in a small company!

Working for a small employer can offer unique advantages and experiences that might not be found in larger organisations.

Why work for a smaller business?

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

Area analysis with businesses tells us:

- ↑ Employers really value young people with good communication skills, knowledge about their business, a strong work ethic and realistic expectations.
- ↑ Useful skills include: commercial awareness, digital skills, reliability, problem-solving skills, and adaptability.
- ↑ Be 'open' to different sectors and areas of work; many organisations have a range of different roles and once employed, you can apply for opportunities to upskill or change department.
- ↑ Ideally employers want young people with five good GCSEs including English, maths and a science, and some work or voluntary experience.

The East Midlands Chamber recently led some area employer research across three sectors. Having people with the right behaviours is deemed most important for a business's success, over knowledge and skills. See: insight-unlocked.co.uk



Local sectors of work

Over the next few pages you can see some of the main industries* across Leicester and Leicestershire; many of which employ a lot of people. You will see that there are many and varied opportunities across the area.

* An industry is a group of businesses or employers that produce similar goods or services.

A guide to the sector pages

The industry pages show:

- ↑ An introduction to each sector
- ↑ A range of job roles in that sector
- ↑ Average national pay rates*
- ↑ What is happening in that sector locally
- ↑ Some local employers
- ↑ Useful skills
- ↑ Websites where you can research more

Some pages show 'entry' roles, these are typical roles through which young people can enter a sector after school or college. There are lots of pathways into industries, be it apprenticeships, T Levels, college courses, on-the-job training or university.

TOP TIP!

Unsure of what a job role is?

Explore short films of different roles across industries on www.icould.com

icould



* Across the sector pages national average pay rates are shown; these indicate what you could earn once you are established in a role, but initially your pay will be lower! As experience, skills and progression evolves, pay will usually increase.



How much will I get paid?

Your pay will depend on your qualifications, skills, experience and whether you're doing an apprenticeship or other training programme. There are different levels of minimum wage:

£5.28 an hour for under 18 year olds. (Must be above school leaving age. Doesn't apply if you're doing an apprenticeship.)

£7.49 an hour for 18-20 year olds.

£10.18 an hour for 21-22 year olds.

£5.18 an hour for apprentices age 16-18 or in their first year (many employers pay more than this).

Based on the minimum wage, the starting salary for an 18 year old could begin at £14,410 a year for a job working 37 hours a week. The National Living Wage for all working people aged 23 and over is currently £10.42 an hour.

Pay scales correct as at 1 October 2023. Minimum wages increase each year (in April) see: www.gov.uk

See current apprenticeships at: www.gov.uk/apply-apprenticeship

TOP TIP!

You can 'earn as you learn' if you do an apprenticeship!



A look at our key sectors

Health



Useful subjects for medicine, nursing or scientist roles:
Maths, science, biology, chemistry, physics, English, ICT, psychology, sociology

Want a rewarding and fulfilling career helping people and making a difference? The health sector has lots to offer! Health is about the treatment, control or prevention of disease, illness, injury or disability, either in hospitals, health centres or the community. **Looking for variety, with lots of opportunities to progress? With over 350 job roles**, you could work in the NHS, a charity or a partnership between the NHS and a local authority department, such as children's services. There are careers in nursing, specialist consultancy, pharmacy, therapeutic roles or scientific roles in laboratories. There are also dynamic emergency services roles (paramedic, technician, control room) as well as wider support roles in communication, security and maintenance.



What is happening?

- ↑ The NHS is the employer that advertises the most jobs locally and is the main provider of health care here, with a growing private healthcare market.
- ↑ People are living longer and the population is growing; 33,655 people are employed in the sector locally.
- ↑ **Routes into health** are expanding, with growing numbers of apprenticeships available from level 2 to degree level. A new Medical Doctor Apprenticeship is being piloted in 2024.
- ↑ **There are roles into health at all levels:** Domestic and portering roles may require few or no qualifications. Administration, patient services, and HR roles may need GCSEs or higher. Scientific, technical and clinical roles need higher skills. Explore local work experience and jobs on the 'your future' website below.
- ↑ **Skills shortages** include midwives, A & E doctors, GPs, psychiatrists, nurses, sonographers, occupational therapists, orthoptists, bio scientists and radiographers.
- ↑ Digital technology use is growing, such as:
 - AI and robot-assisted diagnosis and surgery
 - Using data analytics to predict and prevent diseases
 - Wearable health technology, home monitoring, and telecare reminders for medication.
- ↑ The area is world-renowned for services in cardio-respiratory diseases, cancer and kidney disorders.
- ↑ **Communication skills are important** – as well as softer, social and care-oriented skills – to support an ageing population. Roles in mental health support are growing.
- ↑ Nursing is the number one health vacancy locally, and is a really employable degree, with 94% of graduates in work within 3 months; UK qualifications are internationally recognised. There is a demand for specialisms such as paediatrics, chemotherapy and endoscopy.

Local employers include:

- ↑ NHS hospitals (University Hospitals of Leicester NHS Trust)
- ↑ Health centres
- ↑ Private health care e.g. Nuffield Health or Spire Leicester
- ↑ Community health (Leicestershire Partnership NHS Trust)
- ↑ Charities like LOROS
- ↑ Local authorities and district councils
- ↑ East Midlands Ambulance Service



WHAT YOU COULD EARN*

Pharmacist	£32K-£60K
Optometrist	£32K-£60K
Hospital Porter	£18K-£21K
Paramedic	£26K-£39K
Dental Nurse	£20K-£30K
Nurse	£27K-£40K
Midwife	£27K-£47K
General Practitioner (GP)	£60K-£90K
Dietician	£27K-£40K



Sector employment set to grow 4.1% by 2030

Skills and qualities
 Communication and literacy, calmness under pressure, customer awareness, negotiation skills, ICT, team working

Explore career ideas at...

www.your-future.co.uk | www.stepintothens.nhs.uk | www.emas.nhs.uk | www.healthcareers.nhs.uk
www.gov.uk/apply-apprenticeship | www.leicestershospitals.nhs.uk/aboutus/work-for-us/

*A word on pay - a guide to pay is on page 8. Across sector pages national average pay rates are shown; these indicate what you could earn once you are established in a role, but initially your pay will be lower! As experience, skills and progression evolves, pay will usually increase.



Social Care

Want a fulfilling, meaningful and rewarding career enhancing the lives of others? Social care means you make a real difference - providing a vital service across society with personal, practical care and support to help people live their lives. We are all living longer with a range of needs. You could support people with physical or learning disabilities, autism, or care for older people. A role in social care could also include supporting people with acquired brain injuries and mental health conditions. This could be within their own home, in the community, in a residential home, supported living apartments or within retirement housing.

Useful subjects

Health and social care, psychology, sociology, science, English, maths, ICT, business studies

What is happening?

↑ **A career in social care** offers long term employment and career progression prospects, with 33,000* people employed in adult social care alone. 66% of roles are in direct care.

↑ **Different jobs within the sector** include front line care staff to seniors, co-ordinators, team leaders, service managers, area managers, directors and even owning your own business! Other careers include social workers, nurses, occupational therapists, housing support officers, activity co-ordinators and support roles such as administration and office management, HR, recruitment, finance, IT, training, marketing, catering and many more!

↑ **Employers value applicants** with the right values, behaviours and attitudes to work well with people who need support; you do not always need prior experience or qualifications.

↑ Many career pathways can be fully funded through apprenticeships, for example, in adult social care, becoming a nursing associate, social worker, or occupational therapist.

↑ **Good social skills are important**; you interact with the people you help, along with their relatives and colleagues. Additional languages are also useful as you can converse to different communities.

↑ Care vacancies are in the top three most advertised jobs locally; all areas of care provision are expanding. 80% of the workforce is female; a more diverse workforce is encouraged to meet the unique and changing needs of communities.

↑ Health and social care services are working more closely together so there are lots of new roles and opportunities to progress.

↑ Digital technologies, such as apps and wearable technology, remote monitoring (alarms/sensors) and digital care plans are increasing across the sector to enhance care support.

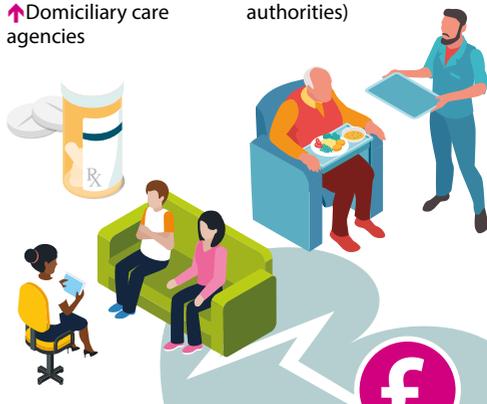
↑ **The Inspired to Care project**, from Leicestershire County Council is a great start for young people who want to get into the sector.

↑ This is a **growing sector for work**; some roles may be challenging but they are also very fulfilling, with lots of scope to meet new people and develop a career.

Sector employment set to grow 27% by 2035*

Local employers include:

- ↑ Local care organisations and nursing homes
- ↑ Supported housing organisations and day centres
- ↑ Domiciliary care agencies
- ↑ Community services
- ↑ Individual employers who recruit their own staff
- ↑ City, county and district councils (local authorities)



WHAT YOU COULD EARN

Social Worker	£27K-£42K
Care Home Assistant	£14K-£24K
Residential Home Manager	£25K-£55K
Mental Health Nurse	£27K-£40K
Art Therapist	£27K-£47K
Housing Officer	£22K-£35K
Residential Support Worker	£17K-£27K

Skills and qualities

Treating people with dignity and respect, calm, motivated, responsible, good team worker, committed to improving lives, good communication skills, kind, trustworthy.

Explore career ideas at...

www.skillsforcare.org.uk/thinkcarecareers
www.inspiredtocare.co.uk | www.everydayisdifferent.com
www.gov.uk/apply-apprenticeship

*Data from Skills for Care

Creative

Are you brimming with imagination? The creative sector is about generating original ideas and products and is split into three parts: arts, culture and creative media. Job areas include design, film and video, marketing, advertising, music, crafts, photography, computer games and animation, plus museums, galleries and performing arts. Locally 21,894 people are employed across the sector, and the fastest growing area is in **design and creative agencies**, who have doubled their workforce in the last 10 years. The sector has grown at 1.5 times the rate of the wider UK economy over the past decade, and globally the UK is the fifth largest exporter of creative services; UK gaming is doing particularly well.



Useful subjects
English, maths, ICT,
engineering, art, music,
science, psychology,
design, chemistry, media

What is happening?

↑ Locally there are an increasing number of area creative and music festivals, pop-up events and arts activities. These offer valuable work experience or paid work in the sector.

↑ **Creative entry level roles include** marketing assistant, producer's assistant, apprentice light technician, apprentice animator, community arts assistant, stagehand assistant and trainee IT, customer service and administration roles.

↑ **Job competition can be high.** You need to be tenacious with strong business and networking skills. Opportunities are often with very small businesses or non-profit organisations. Employers value young people with combined sets of skills, such as artistic and scientific skills, passion, motivation, a creative spark, and a willingness to learn.

↑ There's a high percentage of graduates in the sector and growing technical routes in, with apprenticeships and T Levels.

↑ Many people are self employed (32%) or freelance, which means less job security. Some work is project based, so collaboration, team work and negotiation skills are useful.

↑ **Creative skills shortages** include technician (especially software and digital media), graphic designers, production fundraising, 3D designers, production managers, broadcast engineers, VR specialists and digital marketers.

↑ CreaTech is growing - the merging of creativity and emerging technologies such as virtual reality and AI to create new cultural experiences or to solve problems.

↑ The Cultural Quarter in Leicester is home to many creative businesses at the LCB Depot (which provides workspace for creatives), Curve, Makers Yard and Phoenix Square.

↑ County creative centres include the Ferrers at Staunton Harold, the Atkins Building (Hinckley), Charnwood Arts and Melton Space.

↑ Holovis, in Hinckley, use state-of-the-art technology to design and install world-class experiences for global themed entertainment and visitor attractions.

↑ Leicester College and the National Space Centre offer an Immersive Design and Development course using cutting edge technology to craft digital experiences in VR and AR.

↑ The Creative Leicestershire service offers free advice and support to local creative enterprises.

Other local employers include:

- ↑ We-Fab
- ↑ Digital Ethos
- ↑ Standout
- ↑ Champions (UK) Plc
- ↑ Rock Kitchen Harris
- ↑ Trident
- ↑ Pyramid International
- ↑ VeriVide
- ↑ Go Inspire
- ↑ Rare Ltd
- ↑ Affixius Films
- ↑ Soar Valley Press
- ↑ Bloc Digital
- ↑ Creative 62
- ↑ Colab Creation
- ↑ Blueprint Interiors
- ↑ Quiet Storm

- ↑ Galleries
- ↑ Cinemas
- ↑ Local theatres

Casual work may be available through arts festivals and events



WHAT YOU COULD EARN

TV, Video and Audio Engineers	£22K-£45K
Digital Marketing Officer	£17K-£34K
Make-Up Artist	£18K-£30K
Exhibition Designer	£18K-£38K
User Experience (UX) Designer	£22K-£38K
Graphic Designer	£18K-£40K
Advertising Art Director	£18K-£40K

**Sector
employment
set to grow
4.8% by 2030**

Skills and qualities
ICT, problem solving,
attention to detail, team work,
communication, planning,
creativity, presentation
skills, leadership, innovation,
business and entrepreneurial

Explore career ideas at...

www.screenskills.com | www.lcbdepot.co.uk
www.creativeleics.co.uk | <https://getintotheatre.org/>
www.thecreativeindustries.co.uk | www.cskills.org.uk | themightycreatives.com



Engineering and Advanced Manufacturing

This enterprising sector enables you to work with new technology and be at the forefront of innovation. **It's a dynamic, varied area with lots of scope to progress.** Engineering uses scientific and practical knowledge to invent, design, and construct everything around us! Manufacturing produces goods from raw materials into finished products, often using the latest technology to improve processes. **Many different products are made across Leicestershire**, from precision tools, electricals, motorbikes, packaging and bricks; the area has a strong manufacturing heritage. Businesses include Caterpillar (construction machinery), Sofidel UK (tissue paper), Otis (lifts), Urban Apothecary (luxury candles), SPS Technologies, JJ Churchill (both aerospace components), and Hammonds Furniture. 62,409 people are employed in the sector locally, 42% above the national average.

Useful subjects

Maths, physics, chemistry, English, biology, ICT, languages, design

What is happening?

- ↑ The UK has the 8th largest manufacturing sector in the world, accounting for 51% of all exports and 64% of all UK research and development.
- ↑ This is the areas **third highest paying sector**, offering useful skills, knowledge, and pride in seeing the final product.
- ↑ Locally the sector is 12% of the area workforce, it is a very important industry. Careers are broad and can involve research, testing, developing prototypes, engineering and maintenance.
- ↑ Both the area motorbike and bicycle manufacturing, and aviation, aerospace and satellite manufacturing workforces have doubled in the past decade. It is exciting to work to support high-tech vehicles that help people safely travel at speed.
- ↑ 13.4% of area job vacancies are for science, research, engineering and technical professionals. **There are routes in at all levels**; some production line roles prioritise hands-on vocational learning and skills over academic qualifications. Engineering and manufacturing is the third highest sector for apprenticeship starts in the area, and there are graduate schemes too. If you work hard and show initiative you can progress.
- ↑ **Roles in demand** include electrical, mechanical and artificial intelligence engineers, production managers and engineers, 3D printing technician, process operators, research and design engineers and machine programmers.
- ↑ **Digital engineers** are needed to code for the technology needed in high-tech facilities, plus website, sales and marketing roles to enhance the products and services offer to customers.
- ↑ Loughborough University Science and Enterprise Park (LUSEP), houses 90 high-tech companies, including a Rolls-Royce Technology Centre.
- ↑ MIRA Technology Park (Hinckley) is the largest automotive research and development park in Europe, with state-of-the-art engineering facilities, and an on-site training centre.
- ↑ **Growth is expected in areas such as:** innovation and use of AI; next generation transport; medical technologies; future food processing; energy and low carbon products.

Other local employers include:

- ↑ Michael Smith Switchgear
- ↑ Taylor Hobson
- ↑ Emerson
- ↑ Fisher Scientific
- ↑ Bostik
- ↑ Preci-Spark
- ↑ Druck
- ↑ Nylacast
- ↑ Coba
- ↑ Winbro Group
- ↑ JC Metalworks
- ↑ DPI (UK)
- ↑ Ametek
- ↑ Crown Bevan
- ↑ Babcock International
- ↑ Plastic Omnium
- ↑ Blanson Ltd
- ↑ Cook Optics
- ↑ Triumph
- ↑ KJN Automation
- ↑ Kaby



WHAT YOU COULD EARN

Production Worker	£	£17K-£30K
Robotics Engineer	£	£24K-£50K
Mechanical Engineer		£22K-£45K
Electronics Engineer		£22K-£45K
Manufacturing Systems Lead		£24K-£45K
Design & Development Technician		£27K-£45K
Sheet Metal Worker		£20K-£30K
CAD Technician		£18K-£36K

Skills and qualities

Problem solving, communication, creative thinking, leadership, attention to detail

Explore career ideas at...

www.thisisengineering.org.uk | www.lusep.co.uk | www.makeuk.org/future-makers
www.miratechnologypark.com | miratechnologyinstitute.co.uk
www.theiet.org | www.engineeringuk.com | www.themanufacturer.com

Also see our Enterprise Zone page 25 to read about the MIRA Technology Park (Hinckley) and LUSEP.



Food and Drink

The **innovative, creative food and drink production sector is vital in keeping the nation fed!** From farm to fork, roles include ingredient growing, product development, food manufacturing, quality assurance, sales and distribution. In Leicestershire, businesses range from smaller handcrafted goods companies to large producers such as **Mars, Walkers (PepsiCo)** and **Samworth Brothers**. The growing diversity of the area offers a number of producers of spices, sauces and traditional ethnic foods. **Trends include the increasing use of manufacturing technologies** – using data analytics in forecasting demand and supply, food processing technologies such as robots and automated food production lines, and the use of refillable packaging.



Useful subjects for technical roles:
English, maths, chemistry, biology, business, catering, ICT, nutrition

What is happening?

↑ 13,857 people are employed in the sector locally, 99% above the national average.

↑ The industry is very resilient - people always need food! There are over 100 different job roles across the sector, and a range of skills levels, so something for everyone.

↑ **Careers include** product development technician, production operative, quality assurance technician, production planner, chef, chocolatier, brewer, and food scientist and a wide range of apprenticeships such as baker, butcher and food technologist.

↑ **There are vital engineering roles** to support production lines, and desk roles in sales and marketing.

↑ **Roles can be very hi-tech and creative;** companies look for ways to be one step ahead of the competition!

↑ There is a growing market for healthier eating, vegetarian and special dietary options, so many producers are adapting their product range. Direct home deliveries across the sector are also increasing.

↑ Reducing food waste in production is vital, and the use of eco-friendly packaging is growing. More people want to utilise local farmers, butchers and bakers.

↑ Area specialisms include bakery, dairy, meat products, snacks, confectionery, chilled and frozen products.

↑ There is a growing artisan food market, focusing on hand-made and locally-sourced goods. For area producers a go-to destination in Melton is the Stockyard.

↑ The drinks sector is growing fast, with niche spirits, craft beers and new flavours in soft drinks.

↑ The Leicester Food Park provides high quality food manufacturing space with purpose-built units, to support new and established food businesses.

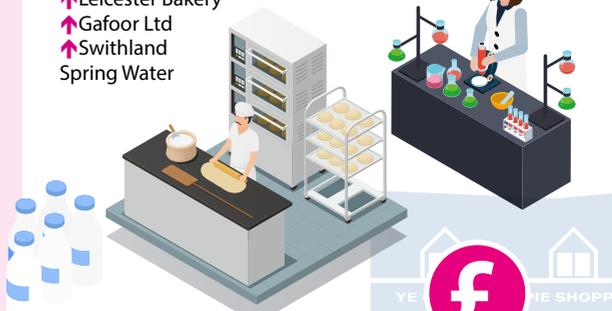
↑ Area specialities Red Leicester and Stilton cheese and pork pies are internationally known, and Walkers Crisps has the world's largest crisp factory in Beaumont Leys.

↑ PepsiCo has a huge research and development centre in Leicester, with a focus on healthier snacks, making and testing prototype ingredients, flavours and products.

↑ Leicestershire's Pukka Pies sells over 60 million pies a year.

Other local employers include:

- ↑ Geary's Bakeries
- ↑ Refresco Drinks
- ↑ Delifrance
- ↑ Everards
- ↑ Belvoir Fruit Farms
- ↑ Everest Dairies
- ↑ Just Egg
- ↑ Shelton's Coffee
- ↑ Cofresh
- ↑ Leicester Bakery
- ↑ Gafoor Ltd
- ↑ Swithland Spring Water
- ↑ Tuk in Foods
- ↑ KP Snacks
- ↑ Blackfriars Bakery
- ↑ Bond Street Distillery
- ↑ Long Clawson Dairy
- ↑ Charnwood Brewery
- ↑ Pladis Global
- ↑ Vittles Foods
- ↑ Local farms



WHAT YOU COULD EARN

Nutritionist	£22K-£40K
Business Development Manager	£22K-£35K
Baker	£16K-£35K
Food Scientist	£20K-£45K
Production Engineer	£25K-£50K
Quality Assurance Technician	£20K-£35K
Food Production Operative	£17K-£30K
Consumer Analyst	£20K-£45K

Sector employment set to grow 6.6% by 2030

Explore career ideas at...

www.tastycareers.org.uk | www.gov.uk/apply-apprenticeship
www.foodanddrinkforum.co.uk/leicester-food-park/

Skills and qualities
 Problem solving, team work, customer awareness, creativity, communication, people management, negotiation



Business, Finance and Professional Services

The high-powered business, professional and financial services covers a range of activities – including head office functions, finance, insurance, digital services, consultancy, legal services, property services, research, design, scientific, and business consultancy; and support roles such as business administration and customer service. **Companies welcome young people with motivation, enthusiasm and strong communication skills.** Roles require commitment and hard work but can result in high job satisfaction and good pay! Many areas rely on the expertise of staff to win clients, so good interpersonal skills and continually updating your sector knowledge are key. There are 80,808 people employed locally, with an even split of males (51%) and females (49%).

Useful subjects

English, maths, ICT, languages, business sociology, psychology

What is happening?

↑ **Roles include** sales, customer service, law, project management, payroll and wages roles, accountants, financial advisers, marketing, PA, property services (such as estate/letting agents, surveyors and architects), and business development.

↑ Specialist positions in the sector require specific qualifications, such as lawyer, accountant or financial adviser and once you have completed your degree or apprenticeship, you will need to study further in your role.

↑ In other roles employers are willing to recruit and train people 'on the job' if they have good customer skills, resilience and flexibility. Some companies will take on school and college leavers.

↑ **Key employers** based here include Berkeley Insurance, Clear Insurance, Santander, Mattioli Woods and Hastings Direct. Other employers include area lawyers, accountants, architects and surveyors.

↑ Legal businesses like Freeths, Gateley, Howes Percival and Shakespeare Martineau have offices here. The area also hosts regional offices for national accountancy firms like KPMG, PWC and Grant Thornton as well as head offices for Newby Castleman, Mazars and Cooper Parry.

↑ Accounting, HR, sales and business development roles feature in the top 15 most advertised job roles locally.*

↑ **Fraud prevention services are growing and finance specialists** are in high demand as businesses review costs in unsettled economic times.

↑ Most services have an online offer and the use of IT, software and business analytics to enhance and personalise services has increased. Fintech (financial technologies) is a growing area of banking and financial services.

↑ Cyber security, risk management, compliance, legal services, data protection, tech-led innovation, management software services and environmental consultancy are all thriving areas. Modern languages are in demand as global markets grow.

↑ The annual Leicester Business Festival brings together businesses for free workshops and events.



Explore career ideas at...

www.cipd.co.uk | www.leicesterbusinessfestival.com
www.gov.uk/apply-apprenticeship | www.icaew.com
www.lawsociety.org.uk | www.insurancecareers.co.uk

Other local employers include:

- ↑ Global Payments UK
- ↑ Macildowie
- ↑ AXA PPP Healthcare
- ↑ Pattersons
- ↑ Nelsons
- Commerical Law
- ↑ Knights
- ↑ RSM UK
- ↑ EHL Group
- ↑ Cambridge and Counties Bank
- ↑ NatWest Group
- ↑ ThinCats
- ↑ Dodds
- ↑ EMB Group
- ↑ PPL PRS
- ↑ Blythin and Brown
- ↑ Anthony James Insurance
- ↑ Nest Estate Agents
- ↑ Cheyettes



WHAT YOU COULD EARN

Finance Manager	£30K-£60K
Human Resources Officer	£22K-£35K
Chartered Accountant	£30K-£50K
Business Research Professional	£22K-£45K
Insurance Account Manager	£20K-£60K
Office Manager	£22K-£45K
Mortgage Adviser	£21K-£45K
Contact Centre Adviser	£18K-£28K

Skills and qualities
Communication, problem solving, presentation, analytical skills, organisational, negotiation, calm under pressure

* Advertised vacancy analysis across Leicester and Leicestershire, 2023, from Lightcast.

Education



Every day is different in this inspirational large area of employment.

This is extremely rewarding work as you see your students succeed! Numerous opportunities in Leicester and Leicestershire link to the many **schools, academies, colleges** and area **universities**. There are also several **training providers** here, and **local authority** offers that provide training, skills or learning support roles. 6.7% of advertised roles* locally are in the education and training sector. Locally 50,143 people are employed in the sector, 18% above the national average. There is a growing use of **digital and technology in teaching**, also known as EdTech, which is beneficial as it mirrors real working life.

Useful subjects

English, maths, sciences, languages, ICT, history, geography, RE, design & technology

What is happening?

↑ **The most advertised jobs** in the sector locally are from area universities and colleges. There are also significant vacancies in nurseries, schools and adult skills support.

↑ **Roles include** secondary education teachers, teaching assistants, adult tutors, English as a foreign language (EFL) tutors, primary and nursery education teachers, adult education and senior education professionals. There are also other areas such as special needs support, student support, finance and administration.

↑ For most teaching roles you need a degree but wider roles can be entered at a lower qualification level, such as learning support assistant. Career progression opportunities are good.

↑ **The range of apprenticeships** to access roles is increasing.

↑ There are also fulfilling careers in employability and skills support to help people with barriers when seeking work, such as ex-offenders.

↑ **There is a shortage of teachers** in subjects such as maths, technology, physics, chemistry, history and design technology. Bursaries are available for some subjects. In FE and HE, tutors with an industry background linked to their specialism are highly sought after to enhance technical and work-linked education.

↑ Information needs to be put across to learners in a dynamic, engaging and fun way - which involves lots of creativity, collaboration and planning, but can really help students to achieve.

↑ The use of AI and Augmented Reality is growing, and this can help to monitor student progress and support with diverse learning experiences.

↑ E-learning online courses are showing increased take-up across all ages, and can fit around peoples lifestyles. This also means opportunities to design and develop content, marketing and e-product user support.

↑ There is a shortage of male teachers in early years, primary and secondary education. 72% of the workforce is female.

↑ **There is an ongoing need to help adults to increase their skills**, or retrain for new areas of work; learning new skills at any age can also help people to be more employable. Jobs and companies change over time and have new training needs.

↑ A new area East Midlands Institute of Technology will bring new opportunities in technical teaching and wider support roles.



Local employers include:

↑ Sixth Form and Further Education colleges

↑ Primary and Secondary schools, academies, special schools

↑ De Montfort University

↑ Loughborough University

↑ University of Leicester

↑ Leicester City Council

↑ Leicestershire County Council

↑ Language schools

↑ Children's centres

↑ Training providers

↑ Private tuition organisations



WHAT YOU COULD EARN

Nursery Worker	£16K-£24K
Secondary Teacher	£28K-£42K
Head Teacher	£46K-£100K
Education Technician	£17K-£30K
Teaching Assistant	£16K-£24K
Training Officer	£18K-£30K
Adult Tutor	£20k-£30K
E-Learning Developer	£19k-£45K

Explore career ideas at...

<https://getintoteaching.education.gov.uk> | www.eteach.com
www.tes.com | www.tefl.org.uk | www.et-foundation.co.uk

Skills and qualities

Presentation skills, creativity, problem solving, communication, people management, planning, patience, digital skills, listening



Space

Want a career that is out of this world? The space sector is both thriving and expanding! **Leicester and Leicestershire is the UK's leading location for space**, and as our reliance on space technology and applications grows, we need a strong workforce to support it. **Space information supports our modern life**, including areas like medical devices, SatNav, climate monitoring, high-speed communications and technology "spin-offs" including new camera technologies. The region has local university expertise, the iconic National Space Centre attraction, the globally recognised National Space Academy, Space Park Leicester and an existing business base. A new 'Space City' cluster was launched in Leicester in 2023 to create one of the **largest and most connected zones for U.K. space-linked activities**.

Useful subjects

Engineering, maths, science and computing skills (especially in programming and data analysis/management). Geography is useful for Earth observation.

What is happening?

↑The U.K. currently builds more satellites than any nation other than the U.S!

↑**Leicester and Leicestershire has the fifth fastest growing aerospace and satellite technology** cluster in the country. The space sector employs 3,833 people locally, and employment is set to grow by 7.2% by 2030.

↑**Most careers in space** need high-level engineering, physics, maths, science or computing skills, but there is also a need for engineering, or roles using entrepreneurial and sales skills. Space linked businesses also have opportunities in support areas such as marketing, and finance.

↑The UK's first ever post-16 **Space Engineering course** is offered by Loughborough College jointly with the National Space Academy. The new UK Space Systems Engineering degree apprenticeship was developed in Leicester.

↑The space sector is broadly made up of: **Science and research:** including astronomy and astrophysics, cosmology and planetary science, and Earth observation science.

Space engineering: planning, building and maintaining space-related instruments – to explore the solar system or support satellite communication and navigation systems.

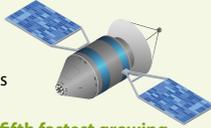
Business: using satellite data for business products (such as weather forecasts, traffic monitoring, communications and navigation) – an important growth area.

↑There are an **increasing number of high-technology and space-linked businesses based here**, such as the growing Dock work space at Pioneer Park.

↑The Space Research Centre at the University of Leicester has specialist space missions expertise. Every year since 1967 has seen a Leicester-built instrument operating in space including equipment on BepColombo, which is on its way to Mercury, arriving in 2025!

↑Space Park Leicester is a world-leading space hub, translating Earth Observation (EO) data into commercial services, plus space research and satellite production. Space engineers, scientists and entrepreneurs of the future will be trained onsite, creating 2,500 jobs.

↑The head quarters of National Centre for Earth Observation are based at Space Park.



Some local employers include:

- ↑AST SpaceMobile - builds space-based cellular broadband
- ↑Magna Parva - space hardware company
- ↑Catapult - satellite applications
- ↑Kleos Space - satellite earth observation
- ↑TT Electronics - makes semiconductor components
- ↑SafeTTY Systems - software for space-based systems
- ↑Airbus - aerospace services
- ↑CGI
- ↑Maxar
- ↑Bluesky - aerial survey services



WHAT YOU COULD EARN*

Systems Engineer	£25K-£55K
Propulsion Engineer	£22K-£50K
Communications Engineer	£22K-£50K
Data Scientist	£25K-£55K
Planetary Scientist	£24K-£50K
Electronics Technician	£21K-£45K
Business Development Lead	£22K-£50K
Software Engineer	£25K-£55K

Skills and qualities

Innovation, creativity, adaptability, problem solving skills, team work, communication skills. Additional languages are useful as projects may use international collaboration. Business skills are useful for the commercial sector.

Explore career ideas at...



www.spacecareers.uk | www.spacecentre.co.uk | www.space-park.co.uk | www.nceo.ac.uk/
<https://nationalspaceacademy.org> | www.gov.uk/apply-apprenticeship

Construction

This **dynamic, critical sector** includes the planning, design and creation of buildings or infrastructure such as roads, bridges or railways. **Construction offers amazing career opportunities to develop and travel, and has higher pay rates** than most other sectors. Ongoing demand comes from housing, environmentally friendly construction, commercial buildings and improving infrastructure - due to population growth, increased economic activity, and meeting new regulations. There are over **180 different roles**, not just those on a building site! Increased working from home has led to a boom in home improvements. There is also growth in large offices and empty retail space being converted into smaller units, or housing.



Useful subjects
Maths, sciences,
ICT, geography,
design and English

What is happening?

↑ Employing 22,914 people locally; most businesses in the sector are micro sized, with under 9 employees.

↑ **The top three roles locally in highest demand** are: construction managers, wood trades and interior fit-out, and painters and decorators, but also needed are: plumbers, floor fitters, electricians, roofers, ground workers, quantity surveyors, architects, 3D technicians, smart building technicians, crane operators, scaffolders, plasterers and bricklayers. All areas will need project managers, IT and office-based staff like buyers, legal, design, sales and HR.

↑ **There are over 30 different apprenticeships** in construction, and a range of graduate schemes. Each job is different, with new challenges, and there is satisfaction in seeing the finished job, whether a bridge or building!

↑ Energy efficiency targets will increase the needs for retrofit roles such as heat pump installers, along with insulation and solar panel fitters. Other innovative areas include the use of modular and off-site construction, and using digital technology to construct buildings as 3D-models before they are built in reality.

↑ With the increasing use of hi-tech machinery the need for technical and digital skills will grow, but traditional, skilled trades are still vital.

↑ There can be a lot of travel, often working away, with early starts, but great opportunities to progress.

↑ There are thousands of new houses being built across the city and county, area demand for logistics centres, and student apartments, and major projects such as a new school build in Shepshed, Midland Mainland railway improvements, and ongoing highway upgrades.

↑ Local companies Ibstock Brick, Aggregate Industries, Caterpillar and Breedon Group support construction with products and services.

↑ The area Construction Skills Hub can help local people into the construction sector. See: www.leicesteremploymenthub.co.uk

Explore career ideas at...

Sector employment set to grow 5.2% by 2030

Skills and qualities
Problem solving, attention to detail, communication, team working, leadership

www.goconstruct.org | www.architecture.com
www.gov.uk/apply-apprenticeship | www.housebuildingcareers.org.uk | www.citb.co.uk

Other local employers include:

- ↑ Davidsons Homes
- ↑ Wates
- ↑ Pick Everard
- ↑ RG+P
- ↑ Jelson Homes
- ↑ East Midlands Housing Group
- ↑ C3 Construction
- ↑ William Davis
- ↑ EE Smith
- ↑ Barratt Developments
- ↑ Galliford Try
- ↑ RTS Contracts
- ↑ Walter Miles
- ↑ Central Flooring Services
- ↑ Bloor Homes
- ↑ Danaher and Walsh
- ↑ Mellor Bromley
- ↑ CR Civil Engineering
- ↑ Bowmar and Kirkland
- ↑ Company Image Ltd
- ↑ David Wilson Homes
- ↑ Countryside Partnerships
- ↑ Harlow Bros
- ↑ SML Group



WHAT YOU COULD EARN

Carpenter/Joiner	£28K-£40K
Architect	£28K-£50K
Project Manager	£26K-£60K
Painter and Decorator	£20K-£40K
Electrical Trades	£25K-£60K
Civil Engineer	£25K-£60K
Quantity Surveyor	£18K-£80K
Construction Labourer	£16K-£29K
Plumber	£20K-£45K
Energy Assessor	£18K-£35K





Logistics and Distribution

The logistics sector is at the heart of modern life! This **exciting, innovative and vital industry** supports everything we need or use, from medicine supplies, food, international trade, and everything else in-between. Products need to be delivered to the right place at the right time, involving the **efficient flow of goods and services locally, nationally or internationally** across road, rail, air or sea. This is a global 24-7, 365 days a year industry. Driving and delivery roles are in demand, but there are also options in supply-chain, ICT, engineering, front-line operations and support; these include transport planning, rail freight, aviation, sustainability, warehouse management and security.



Useful subjects
English, business and admin, maths, languages, sociology, ICT, sciences



What is happening?

- ↑ Employing 39,646 people (55% above national average), **entry-level roles** include distribution clerk, some warehouse and delivery roles, IT and customer services which provide a stepping stone to career progression. There are also **apprenticeships, and graduate schemes into the sector.**
- ↑ **The sector welcomes young people** with a range of skills, who can get in and can progress, if they have a 'can-do' attitude.
- ↑ **This is the areas fastest growing sector** - vacancies in logistics regularly appear in the top five most advertised jobs locally.
- ↑ Marks and Spencers, Amazon, DPD and many other businesses operate key distribution centres here. **Engineering teams** play a huge part to keep centres running: the kit inside is really advanced, with **automation and robotics**, and can offer some exciting roles!
- ↑ With Leicestershire's central location, 95% of the UK population can be reached within a four hour drive, so many companies have centres here to easily store and distribute goods.

- ↑ **Magna Park at Lutterworth** is Europe's largest distribution centre, and is growing - likely to employ 15,000 people! It includes employers such as Asda, Britvic, and BT; an onsite training centre CLEAR (Centre for Logistics, Education and Research), has opened.
- ↑ **East Midlands Airport** is the UK base for DHL and UPS, two of the worlds' top air express freight operators, and a major Royal Mail hub; it is the UK's busiest pure cargo airport. It is also part of the new East Midlands Freeport, a new 'free trade' area, bringing more jobs to Leicestershire.
- ↑ The **SEGRO Logistics Park**, near East Midlands Airport, provides thousands of jobs; it is rail, road and air connected, with state-of-the-art facilities from employers like GXO and The Very Group.
- ↑ Griffen Park is a new industrial and distribution site in Desford, with jobs and opportunities.
- ↑ The use of electronic vehicles and cleaner fuels across the sector is increasing, and software tools and data analytics help businesses to predict demand and trends.
- ↑ **Jaguar Land Rover** has a global parts distribution centre in North West Leicestershire at the Mercia Park site.

Other local employers include:

- ↑ HAE Global
- ↑ Ceva Logistics
- ↑ Rhenus
- ↑ Toyota Logistics
- ↑ HW Coates
- ↑ Fred Sherwood group
- ↑ Pall-Ex
- ↑ 3T Logistics
- ↑ Royal Mail
- ↑ Armstrong Logistics
- ↑ Neovia
- ↑ Pinnacle International Freight
- ↑ Moran Logistics
- ↑ Stephen Sanderson
- ↑ Crowfoots Carriers
- ↑ East Midlands Trains
- ↑ Oakland International
- ↑ Kuehne and Nagel
- ↑ Maritime
- ↑ Translink Express
- ↑ DSV



WHAT YOU COULD EARN

Warehouse Operative	£17K-£27K
Transport Coordinator	£20K-£35K
Rail Engineering Technician	£18K-£38K
Train Driver	£28K-£55K
Supply Chain Manager	£24K-£48K
Warehouse Manager	£24K-£50K
Import Export Clerk	£18K-£30K
AI Engineer	£22K-£50K
Airport Baggage Handler	£18K-£28K
Large Goods Vehicle Driver	£22K-£45K

Skills and qualities

Team work, communication, attention to detail, problem solving, good organisation, leadership, driving skills



Explore career ideas at...

generationlogistics.org | www.eastmidlandsairport.com | <http://lutterworth.magnapark.co.uk>
www.novus.uk.com | www.ciltuk.org.uk | www.slp-emg-travel.com | www.ioc.uk.com
nwslc.ac.uk/the-centre-for-logistics-education-and-research-clear

Low Carbon

This **groundbreaking, evolving, growing sector offers a range of exciting careers** along with supporting the protection of the environment! Jobs vary and include a countryside ranger apprentice, smart energy expert, solar panel installer, recycling operative and wind turbine technician, data analyst and farm manager. The sector covers employment in an activity that contributes to protecting or restoring the environment, including those that mitigate climate change. Locally the area has particular strengths in **renewable energy, low carbon building technology, alternative fuels and water management**. The area universities of De Montfort, Leicester, and Loughborough all have excellent low carbon research centres.



Useful subjects
Maths, English, ICT,
geography, physics,
chemistry, biology

What is happening?

↑ **Skills in demand** are scientists, production engineers, power distribution engineers, civil engineers, plumbing and heating engineers, wind and solar energy technicians and electric vehicle engineers.

↑ The number of East Midlands businesses selling green goods and services has doubled over the past eight years, research by East Midlands Chamber shows.

↑ Graduates in physics, chemistry and geology are needed for research into greener technologies. Practical skills, as well as design, ICT and project management are also useful.

↑ **Apprenticeships are growing** in areas like sustainability advice, electric vehicle technician, forestry and low carbon heating engineer.

↑ Many organisations have sustainability officers, to embed green practice like encouraging sustainable travel to work, energy efficiency, waste and recycling management.

↑ The top 'green' advertised job roles locally* are:
 - Health and safety officers
 - Refuse and recycling operatives
 - Science, engineering and environmental professionals

↑ MIRA Technology Park (Hinckley) has globally innovative clean energy generation and hydrogen electrolysis on-site.

↑ In 2023, over £3 million in government funding was secured to install electric vehicle chargepoints across Leicestershire.

↑ By 2030 it is estimated that 25% of cars on the road will be electric - car sales, ownership models, car servicing, repairs and the way we 'fill-up' will all offer roles.

↑ Other growth work areas will be in household energy efficiency, sustainable food production, animal welfare, carbon zero construction, and wind turbine maintenance.

↑ Flogas Britain (in Syston) is developing a world-first ammonia steam boiler to help decarbonise off-grid businesses across the UK.

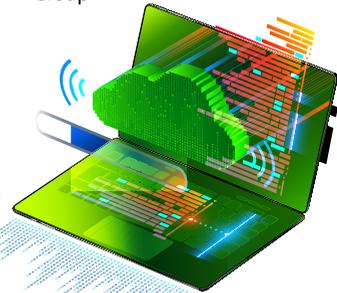
↑ Loughborough University Science and Enterprise Park is home to many low carbon firms.

↑ The area is home to much of the National Forest providing sustainable timber and environmental/eco-tourism.

Other local employers include:

↑ Smart Power Systems
 ↑ Intelligent Energy
 ↑ GenGame
 ↑ CENEX
 ↑ Bakers Waste
 ↑ Forest Rock
 ↑ National Grid
 ↑ British Gas
 ↑ Octopus Energy
 ↑ Elmhurst Energy
 ↑ Environmental Energies Ltd

↑ DNV
 ↑ Severn Trent
 ↑ Casepack
 ↑ EarthSense
 ↑ Sav-eco Packaging
 ↑ Effective Energy Group



Low carbon skills will play an important role across all industries, so future jobs could be in any sector. It is worth researching a wide range of employers.

WHAT YOU COULD EARN

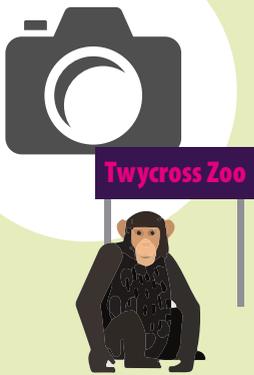
Ecologist	£22K-£42K
EV Charge Point Installer	£24K-£44K
Solar Energy Technician	£20K-£35K
Wind Turbine Engineer	£25K-£45K
Recycling Operative	£14K-£24K
Insulation Installer	£20K-£35K
Gas/Heating Appliance Installer	£20K-£35K
Environmental Consultant	£25K-£40K



Skills and qualities
Practical skills, design, ICT, project management, problem solving, innovation, attention to detail, creative skills, customer service skills

Explore career ideas at...

www.euskills.co.uk/careers/ | www.tcv.org.uk | www.environmentjob.co.uk
thisisengineering.org.uk/the-environment | www.greenjobs.co.uk
www.gov.uk/apply-apprenticeship | www.greencareershub.com



Tourism and Hospitality

Last year Leicestershire had 30.53 million visitors, with 12.5% of those visitors staying overnight in local hotels, B&Bs and campsites. The **tourism and hospitality sector offers an exciting, flexible and varied** area to work in, with many career opportunities, plus the possibility **to travel and progress quickly**. The sector includes indoor and outdoor tourism attractions, events, accommodation from glamping to hotels, restaurants, cafes, pubs, travel agents and tour operators, and festivals. The National Space Centre in Leicester is the UK's only space themed visitor attraction, or how about working in a zoo, theme park, exclusive restaurant or being a tour guide? Marketing skills are also in demand to promote the area as a brilliant place to visit.

What is happening?

- ↑ The sector employs 28,267 people, enhancing the visitor offer across lovely area market towns and historic city of Leicester.
- ↑ **The sector employs a higher percentage of young people** than other sectors and many have developed their careers in a wide variety of roles in catering, hotels, visitor services, event management, site management, sales and marketing. Many companies are happy to train people on the job, and develop them further through apprenticeships and management schemes.
- ↑ **Skill shortages** include chefs, management roles, language skills, front of house, catering support, housekeeping, tour guide, and airport ground handling staff. **Work is fast paced**, and there is also satisfaction in delivering a great service to visitors.
- ↑ **Work can be seasonal**, and additional languages are useful.
- ↑ Digital channels are an effective way to promote the visitor offer to potential tourists - so social media and creative skills are useful. Customer-centric skills are key, with increased customer expectations and competitive, review-driven markets.
- ↑ Locally, staying in self-catering accommodation (holiday cottages, caravans, motorhomes, glamping and camping sites) is growing in popularity, and outdoor attractions such as the National Forest and Bradgate Park are also busy.
- ↑ Recent tourism campaigns *Taste the Place* (featuring the fabulous local food and drink offer) and *Fit-cation* (activities and sport) have been very successful.
- ↑ Twycross Zoo is one of the most popular paid-for attractions here, whilst Leicester Museum & Art Gallery is a popular free option.
- ↑ Area memorable experience offers are increasing, including brewery tours, gin schools, pork pie making experiences, kayak and camping breaks, alpaca walks with afternoon tea, hovercraft and tank driving experiences, holidays on a boutique narrowboat, and E-bike holidays.
- ↑ There are 220 hotels and guest houses in the area and sustainability is important - many use local food producers for their menus.
- ↑ Attractions increasingly use virtual and augmented reality to emphasize the physical environment they are offering, as well as using immersive digital technology to enhance visitor experiences, such as the Jewry Wall Museum.

Local employers include:

- ↑ The National Space Centre
- ↑ The National Forest and Conkers
- ↑ Cattows Farm
- ↑ Bosworth Battlefield
- ↑ Belvoir Castle
- ↑ Everards Meadows
- ↑ Twycross Zoo
- ↑ Great Central Railway
- ↑ The King Richard III Visitor Centre
- ↑ Twin Lakes
- ↑ Wistow Maze

- ↑ East Midlands Airport
- ↑ Meridian Leisure Park
- ↑ Local museums and tourism centres
- ↑ Hotels, B&Bs, camping and glamping sites
- ↑ Bars and restaurants
- ↑ Major sporting and leisure venues
- ↑ Conference centres

Casual work is often available through festivals, seasonal and sporting events



Belvoir Castle* is the birthplace of afternoon tea!
*in Leicestershire

WHAT YOU COULD EARN

Hotel Receptionist	£15K-£22K
Barista	£14K-£21K
Hotel Manager	£22K-£55K
Events Manager	£21K-£35K
Chef	£17K-£32K
Tourist Guide	£18K-£30K
Travel Consultant	£18K-£27K

Explore career ideas at...

www.careerscope.uk.net | www.visitleicester.info | www.eastmidlandsairport.com
www.goleicestershire.com | www.ukhospitality.org.uk

Some other local sectors

Textiles and Fashion



↑ The Leicester and Leicestershire area is at the heart of textiles and garment making in the UK, with a diverse mix of talented businesses including designers, printers, knitwear manufacturers, garment makers, fashions houses, and fabric and label services. 3,522 people are employed in the sector locally - this is 167% above the national average.

↑ **It's a fast-moving, creative sector with lots of scope to progress.** UK designers are considered some of the best in the world and British manufacturing offers heritage and quality.

↑ **Jobs in demand include:** product technologist, multi-skilled machinist, pattern cutter, CAD designer, print technologist, knitting machine technician and programmer, marketing and social media roles. There are some entry roles like trainee machinist, marketing, administration, packaging or pressing and the opportunity to gain skills and advance.

↑ Some UK retailers have switched production from abroad to the UK, for speed. The 'garment cycle' was once 4-6 months for an item of clothing to appear in shops; turnaround is now closer to 2-3 weeks! UK sourcing also lowers carbon usage.

↑ The Leicester-based **Fashion Technology Academy** offers courses to help local people into the industry, including a Level 3 Fashion studio apprenticeship and a Level 4 in Product Technology, along with tailoring courses.

↑ **Smart textiles technology** is advancing, with the increasing use of high-technology in print, knitting, design, dyeing, pattern-cutting and some pre-programmable stitching, along with a growing **market for eco-friendly garments** and 'Made in Britain' products.

↑ The area produces some globally-known products: Pantherella make the world's finest socks; Freed of London (Blaby) is the world's leading designer and maker of professional dance shoes; Urgo (Shepshed) manufacture and sell 'healing' medical bandages and compression hosiery.

↑ 'Fast fashion' is a significant part of the local area, (including knitwear). Designers need a **high commercial awareness** to minimise costs in design and reduce production waste.

↑ De Montfort University has a contour fashion department, with acclaimed textiles courses.

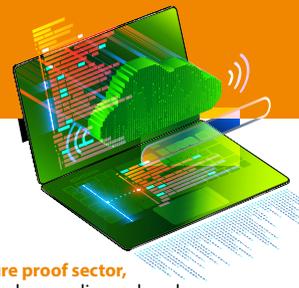
↑ Local employers include Prime Casual, Aristec, Avinci Ltd, Jack Masters, Fashion Fabrics, Paul James Knitwear, and Fashion UK. Boohoo has a state-of-the-art site in Thurmaston, with the technology for customised prints to individual shoppers' specifications.

fcfta.com (Fashion Technology Academy)
www.ukft.org
www.drapersjobs.com
leicestermade.co.uk



*Advertised vacancy analysis across Leicester and Leicestershire, 2023, from Lightcast

Digital



↑ **This is a fast-growing, future proof sector,** as technology is revolutionising how we live and work. It includes the operation of computers, networks, data analysis, cyber security, and the trading of goods and services online.

↑ **Digital entry level roles include:** apprentice IT technician, digital marketing assistant, IT assistant, helpdesk support, and digital content roles.

↑ Digital marketing support, in particular for website and social media, is highly sought after in the area.

↑ There is continual technological change including e-commerce, cloud computing, media streaming, conference services and Artificial Intelligence (AI).

↑ Locally 14,168 people are employed in the sector, which is relatively young; 37% of employees are 34 or under. The sector is approximately 70% male and 30% female.

↑ Area employers are investing in online offers alongside their face-to-face physical service: some need new software systems to operate more efficiently, and grow their customer base.

↑ Skills are highly valued! The digital sector has the **highest average wage** compared to other career areas.

↑ Digital specialisms can create a positive impact on society, such as Healthtech, Foodtech and Climatetech.

↑ **Programmers and software development** professionals are the seventh* most advertised jobs locally.

↑ Software company The Access Group has a head office in Loughborough; other local employers include Jadu, Anicca Digital, TESTQ Technologies, CloudCall, Opus Trust, Adder Technology and Intercede.

↑ The Leicester Client Innovation Centre is IBM's first in the UK, with a range of opportunities for young people.

↑ As new technology evolves, it's important to keep your skills up to date.

↑ Area digital skills shortages include: IT technicians, programmers, web developers, cloud engineers, data analysts and computer support roles.

↑ Cyber security needs are growing - vacancies in this have increased by 30% over the last year.

↑ All sectors need digital so you could work in any area - in the NHS, for example.

**Sector
employment
set to grow
9.3% by 2030**

www.bubble-jobs.co.uk
www.technojobs.co.uk
www.gov.uk/apply-apprenticeship
www.youthemployment.org.uk/digital
ukcybersecuritycouncil.org.uk/careers-route-map/

Some other local sectors

Retail



- ↑ This is a dynamic, fast-moving, vibrant industry as retailers try to respond to - and predict - customer demand and future trends.
- ↑ Employing 43,808, retail is a significant sector here with large shopping centres, like Highcross and Fosse Park, smaller boutique areas like St Martins and market towns with attractive shopping offers. There is a trend to shop more locally.
- ↑ 25% of the sector is aged 24 or under, and young people can progress through on-the-job training or apprenticeships.
- ↑ **Retail roles** include sales, customer care and behind-the-scenes jobs such as buying, merchandising, stock control, logistics, accountancy, store operations and data analytics. Customer service, marketing and management skills are useful.
- ↑ **Online shopping expansion means roles** such as digital marketing, coding, website development, user experience, online security and cyber security. Access to customer data helps retailers to offer tailored services.
- ↑ Supermarkets offer a wide range of roles and there are options to progress to management.
- ↑ **Many retailers have a Twitter feed posting vacancies.** Roles may include weekend, shift or seasonal work; shops are often open seven days a week.
- ↑ Leicester Market is being revamped to allow more stalls and an enhanced shopping experience.
- ↑ Many shops have adapted to sell online and offer personal delivery services.
- ↑ **Next, Topps Tiles, Watches of Switzerland, Marks Electrical and Dunelm** have their headquarters here. **Sytner** in Leicestershire is a huge retailer of some of the most prestigious car brands in Britain.
- ↑ Physical stores are enhancing in-store shopping with additional facilities like cafes, beauty treatments, music events and the use of virtual reality.
- ↑ Growing numbers of new micro traders sell a wide range of products online or through 'pop-up' stores.
- ↑ Rental of goods is increasing, in areas like fashion, furniture and white goods. There's a shift towards sustainability and the repair and refurbishment of products is growing. Some consumers are also interested in the ethics of brands.
- ↑ Lockdowns have had an impact but there is still demand for in-store spending, as customers appreciate the tangibility of assessing products, and retail parks have fared well. The High Street will continue to be innovative to address ongoing changes in consumer behaviour.

www.retailchoice.com
www.highcrossleicester.com/jobs
fossepark.co.uk/jobs
www.leicestermarket.co.uk
www.fashionretailacademy.ac.uk



Life Sciences



- ↑ **The life sciences sector in Leicester and Leicestershire is booming**, with 5,619 people employed, and huge growth over recent years.
- ↑ Health life sciences aims to improve human health, how we live and how long we live. It uses medical technology, genomics (DNA), diagnostics and digital innovation to create new products to solve healthcare challenges. Work is fulfilling - changing lives through new medical discoveries.
- ↑ **Roles include** research scientist, laboratory technician, microbiologist, medical sales lead, wildlife biologist, data manager, ecologist, and engineering roles like biomedical, process and mechanical.
- ↑ Those pursuing **careers in the sector** typically have degrees in biology, pharmacology, ecology, environmental science, life science or a related subject like chemistry, but it is not essential; many pathways in exist - including apprenticeships. There are also roles in research and development, drug manufacturing, and quality control; or areas like HR, accountancy, and management.
- ↑ Charnwood Campus in Leicestershire is the UK's first Life Sciences Opportunity Zone - an innovation site focusing on the biopharmaceutical sector; it has over 800 scientists onsite.
- ↑ There is a Charnwood Campus Life Sciences Talent and Skills Institute to better link the industry to young people, see: charnwoodcampus.com/lstsi
- ↑ **Area employers** include Almac, Charnwood Molecular, Kindeva, 3M Drug Delivery Systems, Inspiration Healthcare, Morningside Pharmaceuticals, Spirit Healthcare, Thermo Fisher, and Myoderm.
- ↑ The region is known for clinical research on chronic disease treatment and prevention, sport and exercise science and rehabilitation, drug development, and medical device manufacturing
- ↑ Kindeva are helping the NHS to go low-carbon by manufacturing new greener asthma inhalers locally.
- ↑ The industry was high profile during the pandemic - Charnwood Campus supported the NHS Test and Trace programme.

DNA fingerprinting was discovered in Leicester* in 1984



www.charnwoodcampus.com
www.gov.uk/apply-apprenticeship
www.healthcareers.nhs.uk/healthcare-science/life-sciences

Sector
employment
set to grow
9.5% by 2030

Sport



- ↑ Leicestershire has some fantastic career opportunities in its vibrant, growing sports and physical activity sector. It is home to local research-driven expertise, globally recognised sports teams, athletes and facilities.
- ↑ The sector employs 12,412 people, (36% above the national average) comprises mainly of sports clubs, sport and fitness facilities, sports manufacturing and the sale/ rental of sports equipment, but also a growing range of online and virtual reality sports activities. The interest in health, wellness, fitness wearables or fitness apps, weight management and cycling will increase career opportunities in the sector, and the need for digital skills is growing.
- ↑ **Career opportunities** include coaching, teaching, nutritionist, leisure assistants, green keepers, social media and marketing roles, retail sales, data analytics, project management, sports development roles, physiotherapist and design and manufacturing roles.
- ↑ The most advertised sports roles locally are fitness instructors, sports coaches, sports instructors and sports officials.
- ↑ Sport is an important part of health and well-being in the community and there are many great options to get involved in the sector. Volunteering in sport is a great way to get some experience and skills.
- ↑ The top three skills requested across locally advertised roles in sport are customer services, communication skills and coaching.
- ↑ **The workforce is young!** 36.3% of employees are 24 or younger and there are many 'first job' opportunities in leisure centres, sport and fitness clubs, as well as through hospitality and events at venues.
- ↑ The sector is a fairly even split of 54% males and 46% females employed.
- ↑ Loughborough University is ranked number one in the world for sports-related subjects, with specialisms including health, engineering, rehabilitation and sports performance. SportPark, on the Loughborough University site is home to many of the country's top sports governing bodies and national sports organisations.
- ↑ The area has 14 major sporting venues/clubs hosting national and international events, including Leicester City Football Club, Leicester Tigers, Leicester Riders, Leicester Hockey Club plus motor racing at Donington Park and Mallory Park, and horse racing at Leicester Racecourse see: www.active-together.org/PremierLocation



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

Public Services



- ↑ Across Leicester and Leicestershire this sector employs 19,080 people and includes the civil service, local government, emergency services, tax, libraries, immigration, and the prison service.
- ↑ **Local authorities and district councils* have a wide range of careers**, including roles in customer services, housing, transport, schools, business support and regeneration, leisure services and recycling. The work improves services for local people and can be very varied and rewarding.
- ↑ The army, navy and airforce also have multiple career options within them, both in frontline roles and support services, such as engineering, communications and law.
- ↑ Jobcentre Plus (DWP) has a range of roles to support people into work or training.
- ↑ **Good communication skills** are essential across roles, as many involve dealing with the public but the use of chatbots is growing, to allow staff to focus their efforts on more complicated queries.
- ↑ **Digital skills** are key as new technology is used throughout organisations to monitor and enhance services.
- ↑ Leicestershire Police, Leicester City Council, Leicestershire County Council, district and borough councils, Leicestershire Fire and Rescue Service, the army, navy and airforce regularly feature in area analysis of employers who advertise the most jobs locally.
- ↑ The area also has three prisons- Gartree, Fosse Way and HMP Leicester with interesting and rewarding roles.
- ↑ **The range of apprenticeships across the sector is increasing**, including areas such as data analytics, finance, and housing.
- ↑ Cyber crime is increasing and is a growing area of police work. Algorithms, data analytics and facial recognition tools are increasingly used to aid police work, for example by using data to identify crime patterns.
- ↑ In the fire and rescue service, a lot of focus is on community safety and fire prevention.

*The seven area district and borough councils are: Hinckley and Bosworth, Charnwood, Melton, North West Leicestershire, Harborough, Blaby, and Oadby and Wigston.



Explore career ideas at
www.civilservice.gov.uk/recruitment
<https://leics-fire.gov.uk/>
www.leics.police.uk
www.leicestershire.gov.uk/jobs
www.leicester.gov.uk/jobs
www.prisonandprobationjobs.gov.uk

These pages show the wide range of industries across the area, but it is not possible to show every sector or role. Use the websites across the guide to research career ideas and local opportunities further.

Why not start your own business?



Starting your own business might sound daunting, but it can be a lot easier than you might think. Businesses come in all shapes and sizes from small “lifestyle” businesses run by solo founders, through to big companies with lots of employees. You can sell your time or expertise as a service or sell products, online or face to face.

Increasing numbers of young people are creating start-ups and becoming entrepreneurs. Starting a business needs some thought, consider some of the pros and cons:

Running your own business:

- Independence: You can choose what work you want to take on, and how you deliver it – whilst incorporating the needs of your clients.
- Satisfaction: Running a successful business is a personal and financial achievement.
- Time: A business can be time-consuming, but it may also give you the flexibility to work when it suits you.
- Financial success: There is financial risk involved in setting up a business, but if successful, what you earn is yours.

Employment:

- Safety net: There can be greater job security working for someone else; you sign a contract, outlining the conditions of your role.
- Benefits: You may have benefits such as a pension scheme, paid annual leave and paid sick leave. Tax is also sorted out.

- Regular income: You normally get a consistent wage and are given a period of notice if the job has to end.
- Sociable: If you work for a company with several staff, you can make new friends, and a network of contacts.

Some top tips from Leicester Startups (www.leicesterstartups.com) include:

- Try running an experiment or a ‘side-hustle’ to test your idea before you jump in.
- Get to know other business owners through local networks.
- Get training and mentoring support.
- Look for a co-founder – you don’t need to go it alone.
- Doing good research on the area of your start-up idea.

TOP TIP!

Want to run your own business? Get FREE impartial advice and help on www.bizgateway.org.uk

The Princes Trust can help 18-30 year olds with business start-ups, see www.princes-trust.org.uk



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 work, with lots of exciting jobs across dynamic sectors with new and growing firms.

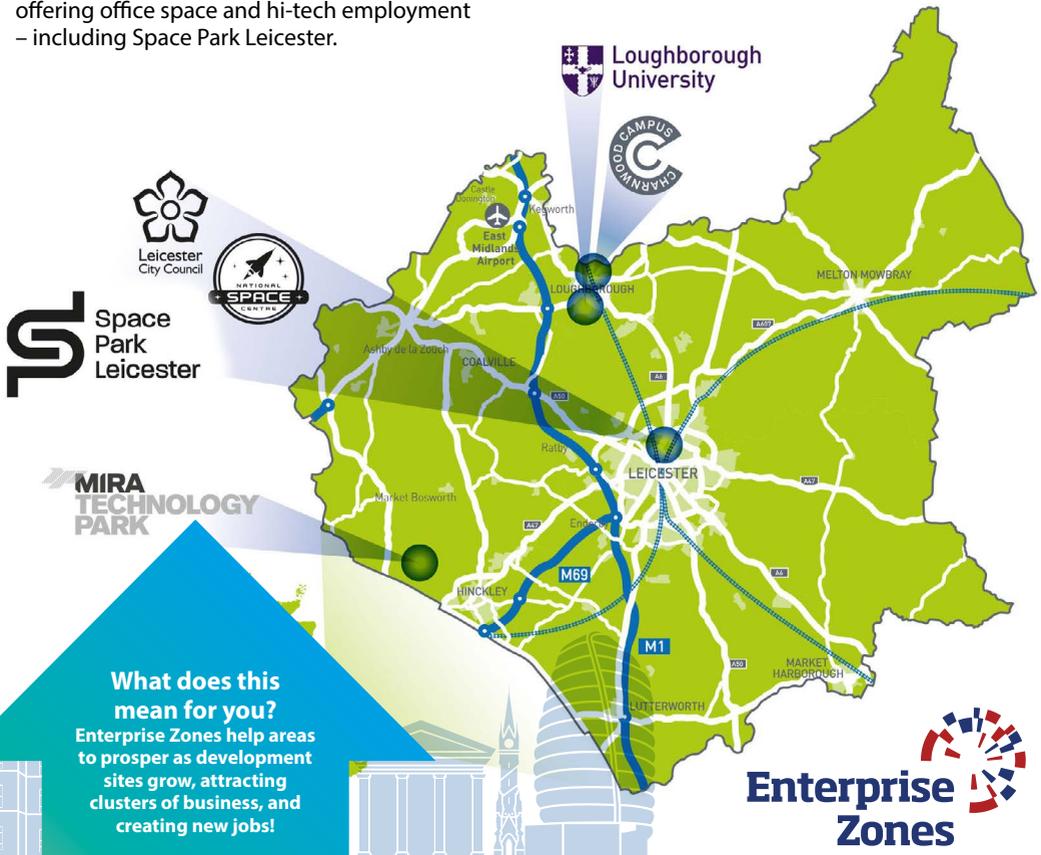
Leicestershire has two Enterprise Zones which are:

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

- ↑ Loughborough University Science and Enterprise Park (advanced manufacturing, digital, sports science and low carbon)
- ↑ Charnwood Campus (life sciences/ biomedical)
- ↑ Leicester Waterside covers two City areas offering office space and hi-tech employment – including Space Park Leicester.

The MIRA Technology Park – (automotive research and development)

- ↑ Europe's leading automotive technology park, with fantastic £300m test facilities available
- ↑ Over 35 renowned companies onsite and 40 major testing laboratories.
- ↑ Home to MIRA Technology Institute (MTI), a bespoke facility for engineering and automotive apprenticeships and courses. See: miratechnologyinstitute.co.uk



What does this mean for you?
Enterprise Zones help areas to prosper as development sites grow, attracting clusters of business, and creating new jobs!

Enterprise Zones

Qualifications and pathways summary

Qualification	Description	Length of Time	Assessment
Apprenticeships	A real job with training and a salary	1 year minimum	Apprenticeship dependent (includes demonstrations, presentations and/or exams)
A Levels	An academic qualification, similar in style to GCSEs that prepares you for further study	2 years	Mostly exams at the end of the course
T Levels	A technical study programme, equivalent to 3 A Levels, with an industry placement that makes up 20% of the course. T Levels are designed to give you the skills that employers need	2 years	Exams, projects and practical assignments
Technical/Vocational	Qualifications that teach you how to do tasks specifically related to the industry and role you want to be in	Course dependent	Course dependent (coursework and exams)
Applied	Qualifications that prepare you for further study by combining academic learning with practical skills to give you a broad overview of working in a sector	Course dependent	Course dependent (coursework and exams)
Traineeships	A work focused study programme that prepares you for an apprenticeship or work	6 weeks - 6 months	A formal job or exit interview with written feedback. Coursework and exams are course dependent
Entrepreneurship	Setting up your own business, as either a freelance service, a registered company, or a sole trader	N/A	N/A

Level of Study	Award UCAS Points	Entry Requirements	Work Experience	What does it lead to?
2/3 with the possibility to progress to higher and degree apprenticeships	No	Employer dependent Age 16+ Evidence of interest and ability to complete	Yes (paid job with at least 20% off the job training)	Higher level or degree Apprenticeship University/College Work
3	Yes	For individual schools and colleges to decide (commonly 5 GCSEs at grade 4 and above)	No	Apprenticeship University/College Work
3	Yes	Set by each school / college	Yes (80% classroom, 20% work)	Apprenticeship University/College Work
1+	Yes	Course dependent (coursework and exams)	Course dependent	Apprenticeship University/College Work
3	Some (course and award organisation dependent)	Set by each school / college	Course dependent	Apprenticeship University/College Work
N/A	Yes	Have little to no work experience and qualifications below Level 3	Yes	Apprenticeship Work
N/A	No	Industry dependent	Recommended before setting up your own business	Self-employment Funded support for research and development Product or service development and collaborations

Explore your options further at:

nationalcareers.service.gov.uk/explore-your-education-and-training-choices

Looking for work & apprenticeships

You can search for jobs and apprenticeships in lots of places:

Apprenticeships: Learn about apprenticeships and search for vacancies on the National Apprenticeship Service website: www.gov.uk/apply-apprenticeship

The Leicester Employment Hub: Local apprenticeship and job events: www.leicesteremploymenthub.co.uk

Youth Hubs, careers and jobs centres: Some areas have Youth Hubs to help young people. Job Centres and the National Careers Service can also help, see contact details on the back page.

Social media and the internet: Many companies have a website with a careers section. Some companies advertise positions through Facebook, LinkedIn or Twitter. Or try a job search site such as Indeed or Reed.

A recruitment agency: Looks at your skills and experience and then matches you to a suitable job. Search www.yell.com or www.agencycentral.co.uk

Local and national newspapers and magazines: May have job pages and online job search facilities.

*A speculative cover letter and CV can be sent to a company that isn't currently advertising for staff. They outline your skills, experience and potential should any potential vacancies arise.

Local knowledge:

Shops, cafes and other businesses sometimes advertise positions in their window showing how you can apply. Or try businesses or industrial parks near you.

Family, friends or other contacts: Might have a vacancy going at their workplace that would suit you. Let them know you're looking!

Speculate: Many jobs are not actually advertised, so try targeting companies that you are interested in working for; send in a CV and speculative letter.*

Seasonal work: There are vacancies over the summer (such as events or fruit picking) and at Christmas (retail, warehouse, production lines, hospitality).



Looking for work if you have a disability

You may be able to access a **supported internship** or **work experience** which can help you to gain employment.

If a job advert displays the disability confident symbol, you may be guaranteed an interview if you meet the basic conditions for the job.

It means the employer is committed to employing disabled people. See www.gov.uk/looking-for-work-if-disabled. Increasing numbers of local employers are signing up to be disability confident.

If you need support before you start to apply for jobs, a Disability Employment Adviser at your local Jobcentre can help you to gain skills, and give support and advice on any funding that might be available.

For advice see www.gov.uk or www.disabilityrightsuk.org or www.evenbreak.co.uk/en

Also see: the National Careers Service - options with an Education and Health Care Plan nationalcareers.service.gov.uk/careers-advice/options-with-education-health-and-care-plan



Show your skills!

As well as qualifications, employers also look for the skills people have when they're applying for jobs. Here are some of the attributes that employers are most looking for and how to highlight them:



Build a 'tool-box' of skills over time that you can take from one job to another.

Employers like someone who...	What you can do
Has good communication skills	Speak calmly and confidently, making eye contact with the employer. Answer questions 'fully', not just 'yes' or 'no'. If you've done a presentation at school, explain how you presented it clearly and what the impact was.
Is keen and enthusiastic	When applying for a job, think carefully about how you put yourself across. Be open to different tasks and ideas in the workplace.
Has employability or transferable skills	Is there something you've done at school or in your spare time that shows how you've used a skill? This could include giving presentations, fund raising or playing a team sport.
Is adaptable	Show examples of how you've adapted to change, such as leaving school. Make it clear that you're willing to learn new skills.
Can work well in a team	Use examples of how you contributed as part of a team from school, groups you may be in (such as Air Cadets, sports teams, scouts) or your hobbies to show how you can get on with others. Explain how you listened, discussed and negotiated as part of a team to complete a task.
Is reliable	When you get a job or an apprenticeship, be on time every day. Ring into work if you're unwell (but not just a headache) to let them know you won't be coming in.
Has commercial awareness	Research how the company you are applying to works, and makes a profit, and think about how it could grow.
Has customer awareness	Dealing with the public involves a range of skills and qualities. Show that you understand the need to communicate well and can remain calm in difficult situations.
Can problem solve	Explain how you would identify a problem and how you would solve it. Try to come up with different ways of tackling it and who else you would need to involve. If you can think of something you've had to resolve that was difficult then it shows that you're not afraid of a challenge
Has resilience	Work can sometimes be challenging, and your boss wants to know how you cope with set backs. Think of a time when you bounced back from difficult times.



Can you speak another language? Many companies trade globally so it can be a real asset.

Do you have good IT skills? Virtually all companies value strong IT skills, make sure you convey your skills and expertise in this area.



Gaining work experience!

Work experience is really valuable - in recent research nearly 80% of employers said they prefer to recruit candidates with some experience of a working environment, whether paid or voluntary.

You can learn new skills and explore information about an industry by spending time in a workplace, seeing if a type of work will suit you. See some suggestions below about how you can get some work experience.

- ↑ Get a part time job (see next page).
- ↑ Take up work experience opportunities offered by your school or college, some employers also offer virtual (online) work experience.
- ↑ Does a family contact or friend run a business? You could ask if you can help out to get some experience.
- ↑ Attend school or college careers events to meet lots of employers in one go; sometimes employers have open evenings so you can explore the workplace.

The National Citizenship Service is a great way to gain new skills, see: wearencs.com

- ↑ Volunteering for a charity or project is a great way to gain experience and skills and in doing so you can gain valuable contacts. You can choose a charity that you are passionate about. See: valonline.org.uk
- ↑ Extra curricular activities like a theatre group, Air, Army or Sea Cadets or sports group will give you valuable team and problem solving skills.
- ↑ Help out at neighbourhood or community events, for example helping with the planning of a fete, or working on a stall.



Make a note of any skills you learn as part of your work experience, whether it is working to a deadline, customer service skills or resolving a problem. You can use examples as part of a formal job application process.

When can I get a part-time job?

The earliest that young people can start work is 13 years old. There is more scope for longer hours at 14 and then at 15, and restrictions on the types of work they may do. All young people of compulsory school age between the ages of 13 -16 require a work permit to work on a part-time basis and/or during school holidays.

What job can I do?

You could undertake newspaper deliveries, car washing (by hand in a residential area), domestic work in hotels (and other premises such as offices and shops), retail work, office work, hairdressing salon support, riding stables help, work in kennels and catteries (depending on the nature of the work) and cafes and restaurants (front of house only).

See: www.gov.uk/child-employment/restrictions-on-child-employment.

Other work areas (e.g. kitchen porter) may be possible but the child employment licence team will need to assess what is feasible.

Other paid roles to consider:

↑ **Babysitting** – ask relatives, neighbours or family friends if they need any help.

↑ **Dog walking** – ask around to see if anyone you know needs a dog walker.

↑ Helping others with jobs such as **gardening**.

You do not require a work permit to do odd jobs at your home or a neighbour's home, babysitting or work experience organised by your school.



Local case study:

One student got his first job at 14 by asking in his local newsagent if any paper delivery rounds were available. He was taken on immediately and after a few weeks got more hours and pay. At 15 he also helped his uncle during school holidays with the family business and now works part-time at Asda while he studies at college. It all looks good on the CV!

'Word of mouth' is a powerful tool; let family/friends/neighbours know that you are looking for work; lots of people gain employment through knowing somebody else who is hiring!

There's also a growing trend for young people to sell clothing or goods online to make some money, and some youngsters are also helping out in family businesses.

Businesses intending to employ school-age children must apply for a **child employment permit** (no charge). Contact either Leicester City Council or Leicestershire County Council (see links below) to download the relevant permit.

www.leicester.gov.uk/business/licences-and-permits/child-employment-licence
www.leicestershire.gov.uk/education-and-children/child-employment

Job applications – covering letters and CVs

Many job adverts may ask you for a CV and/or covering letter.

What is a covering letter?

This is a summary letter capturing why you are applying for a role and to highlight how your skills and experience fit that role.

A professional covering letter, with a tailored CV can really make your application stand out! Getting things right at the application stage will help your chances of success. Most recruitment is online nowadays so the covering letter and CV can be done in Word and emailed to the company.

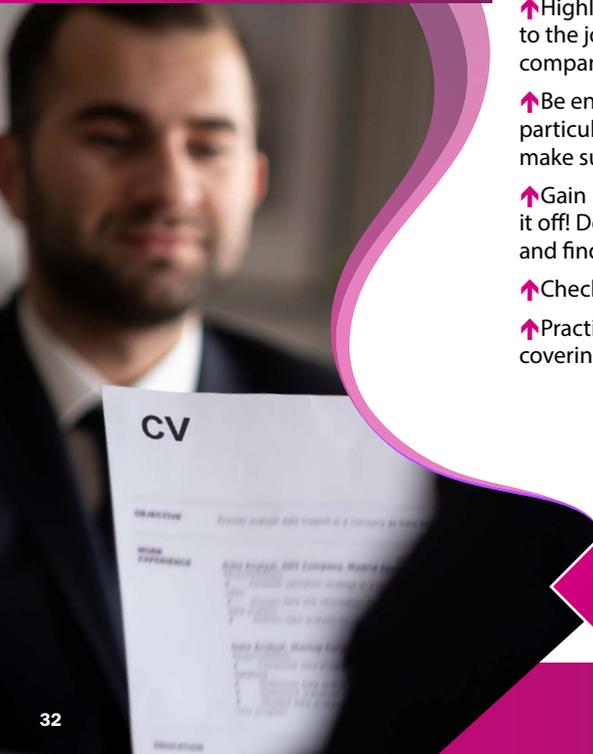
TOP TIPS!

Adapt your job search to maximise your chances of finding employment.

- 1) Develop your online presence
- 2) Boost your skills through work experience, and free online courses
- 3) Use a range of websites to source vacancies
- 4) Be open minded to different opportunities

Covering letters

- ↑ Write or type the letter out in rough first and check for mistakes.
- ↑ Use the person's name if you know it.
- ↑ If you're replying to an advert, include the job title and reference.
- ↑ Include your full address, phone number, email address and the date.
- ↑ Highlight the skills and experience that you bring to the job, and how they match the specifics that the company is looking for.
- ↑ Be enthusiastic about why you want to work for that particular company - employers may get several CVs, so make sure yours stands out.
- ↑ Gain knowledge of the company or service and show it off! Do some research on the role and organisation and find out about the company goals.
- ↑ Check your spelling.
- ↑ Practice makes perfect! Once you have mastered one covering letter, the next one should be easier.



Employers will be impressed if you know something about them! Do some research on their company and tailor your covering letter to the job you are applying for.

Julie Jones

Address: 123 Another Street, Anytown, AA15 0XX
Tel: 01799 010101 Email: Julie.jones@email.com

I am a hardworking person who is looking for a career in events management. I have good communication skills which make me a good team player and I enjoy talking to people. I enjoy organising and problem solving as my work experience shows. I would like to be able to use my creativity in the workplace.

Achievements, skills and qualities including work experience

- I was editor of my college magazine showing that I am prepared to take on responsibility, can make decisions and work to deadlines. I enjoyed the chance to be creative.
- I helped to fundraise for the school by organising a 'bake-off' showing that I have good organisation and team-work skills. I also promoted this event to pupils, parents and staff by designing and distributing a flyer.
- As a member of the county orchestra I travelled to several European cities, meeting people and showing commitment.
- My Year 10 work experience placement was with a local magazine where I learnt about the importance of deadlines, how desktop publishing works and how to put a magazine together. I returned for a short placement after I finished school.

Education

2020-2022 East College, Anytown

Media A level Grade B
Business Studies A level Grade B
Photography A level Grade B

2015-2020 Sandfield School, Anytown

English	GSCE Grade 8	Business Studies	GSCE Grade 8
Psychology	GSCE Grade 7	Maths	GSCE Grade 8
ICT	GSCE Grade 8	Biology	GSCE Grade 8
Art and Design	GSCE Grade 7	French	GSCE Grade 7
Geography	GSCE Grade 7		

Employment history

Waterside Funpark

I worked in the cafe at weekends and in the holidays. This involved taking money, serving customers and learning the importance of food hygiene. It was very busy at times and I enjoyed working under pressure.

Writing your CV

What is a CV?

A CV (short for Curriculum Vitae) is a summary of your qualifications, skills, achievements and career to date, and is used to highlight relevant information to a prospective employer, to see if you are a good fit for a job.

TOP TIP!

Tailor your CV to the job that you are applying for! Use key words from the job advert, job description and person spec and give examples of how you meet these.



sample CV layout

- ↑ Keep it brief and to the point – no more than two pages of A4.
- ↑ Use a computer, use the same font throughout and use clear headings.
- ↑ Start with your name, address, telephone number and email address. Ensure that your email address looks professional.
- ↑ Write your current position or qualification first and work backwards.
- ↑ Include any achievements or courses you've been on outside of school (for example, passing music exams, getting a driving licence, getting a first aid certificate or doing voluntary work).
- ↑ Words that you use in a CV can help convey a positive message to the reader, words such as: reliable, trustworthy, logical, and hardworking.
- ↑ Include a covering letter with your CV. Read and check both for spelling or mistakes.
- ↑ Many websites, such as the **National Careers Service** (nationalcareers.service.gov.uk) and www.barclayslifeskills.com have further examples of CVs and more hints and tips.



There is an increase in the use of digital CV's and video CV's, especially for creative jobs. Put a link in your contact details section to work you have produced and are showcasing on Instagram or YouTube.

Job and apprenticeship applications

Application forms

Some employers give you application forms to complete as part of the recruitment process, and most applications are done online.

TOP TIP!

Ensure that your email address is professional. Avoid an inappropriate email address; it will create a negative impression and may result in your application being rejected.



Whether you apply online, or using pen and paper, the following tips will help!

- ↑ Read through the form first and the notes that go with it.
- ↑ Make a rough copy of your answers first, and be careful not to use 'text speak' on your final application.
- ↑ Make sure your answers are neat and clear and that you don't have any spelling mistakes.
- ↑ Make sure that your skills and abilities meet those needed for the job or apprenticeship. Demonstrate under each heading how you meet the criteria, giving examples.
- ↑ Get a friend or family member to check your application and give feedback.

- ↑ For your first referee, use your head teacher or principal if you are at school or college, and your current or last employer if you are working. For your second, use an adult who knows you well but not a relative. Don't forget to ask them first.
- ↑ Make sure you fill in every section of the form – use the space to sell yourself and what you can bring to the job or apprenticeship.
- ↑ Sometimes an employer brings the closing date forwards if they have already received enough applications, so send yours back as soon as possible.
- ↑ Keep a copy of the form to remind you what you stated in case you get selected for an interview!
- ↑ Don't be discouraged if you do not get an interview at first, stay positive and keep trying.
- ↑ There's lots of help on applying for apprenticeships here: www.apprenticeships.gov.uk/apprentices



The way some employers recruit is changing! Many are using social media, such as Twitter, LinkedIn, Snapchat and TikTok. Recruitment can involve a range of processes, so be prepared.

There is a lot of helpful job search and interview support online, look on: www.bbc.co.uk/bitesize or www.youthemployment.org.uk

look on YouTube for 'job interview questions'



Preparation can win you the job or apprenticeship; you can shine if you do some company research, rehearse interview questions and be enthusiastic!



Interviews

↑ Make sure you know where the interview is being held and that you can get there on time - leave some time for delays.

↑ Be polite, friendly and punctual and dress smartly.

↑ Research the company first, for example what they do and how big they are. Find out what their company values are.

↑ Prepare some questions that you want to ask about the job or apprenticeship.

↑ Research common interview questions and prepare answers. Practice with a friend or relative.

↑ Try to answer all the questions with more than just 'yes' or 'no'. For example, tell them about a time when you have solved a problem, or worked as part of a team.

↑ Make sure you have everything you need for the interview such as certificates.

↑ Speak clearly, smile and thank the interviewer at the end.

↑ Be positive-show your spark and personality!



Applying for a job or apprenticeship by phone

↑ Make sure you know the name of the person you need to speak to. If you're not sure, ask for the personnel or human resources department or main reception.

↑ Do some research about the company.

↑ Prepare the questions you want to ask beforehand and have them written down in front of you. Practice what you will say.

↑ Have a pen and some paper ready to write down anything you feel is important.

↑ Introduce yourself clearly and thank the person at the end of the phone call.

↑ Make sure you have enough credit on your phone!

Online interviews are increasing! Make sure you practice potential questions and answers beforehand, and check that your IT works properly.



Useful websites for further help or research

Job or apprenticeship vacancies

National Apprenticeship Service
www.gov.uk/apply-apprenticeship
Find a job
www.jobhelp.campaign.gov.uk
Leicester Employment Hub
www.leicesteremploymenthub.co.uk
Leicester Mercury Jobs
www.leicestermercury.co.uk
Indeed - www.indeed.co.uk
LinkedIn- www.linkedin.com

Recruitment agencies

Find an agency
www.agencycentral.co.uk

Understanding your skills

National Careers Service
www.nationalcareers.service.gov.uk

Careers information and advice

National Careers Service
www.nationalcareers.service.gov.uk
Amazing Apprenticeships
www.amazingapprenticeships.com
The Student Room
www.thestudentroom.co.uk
Not Going to Uni
www.notgoingtouni.co.uk
Barclays Life Skills
www.barclayslifeskills.com
Youth Employment UK -
www.youthemployment.org.uk
Careermap - www.careermap.co.uk

Starting your own business

LLEP Business Gateway
www.bizgateway.org.uk

Your rights at work

Support in the workplace, see:
www.gov.uk/child-employment
www.citizensadvice.org.uk

Higher Education and graduates

UCAS - www.UCAS.com
Guide to university -
www.thecompleteuniversityguide.co.uk
Prospects - www.prospects.ac.uk

Aged 16 to 19 and not in education, employment or training?

Contact **Connexions*** (city service) or **Careers Advice*** (county service)

If you live in the county visit:
www.leicestershire.gov.uk/jobs-and-volunteering/skills-for-jobs/careers-advice-for-young-people-aged-16-19 or call 0116 305 2071.

If you live in the city, call 0116 454 1770 for Connexions or call into 2 Wellington St, Leicester LE1 6HL, or email:

Connexions@leicester.gov.uk, or visit:
www.leicesteremploymenthub.co.uk

Good Luck!

* up to 25 for young people with learning difficulties or disabilities