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## World of Work Leicestershire

Information for young people on industries across the area



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## 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 many large employers in Leicester and Leicestershire, such as Sytner, Barratt Developments, Breedon, Access Technology, IBM, Hastings Direct, Next, 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 over 43,000 registered businesses in the area, read on and find out more!



Did you know? Over the last 12 months over 141,000\* job opportunities have been advertised in the Leicester and Leicestershire area

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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: Mhat jobs and skills employers are looking for Mhich 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!



AUGMENTED-REALITY JOURNEY BUILDER

#### **GREEN FUNERAL DIRECTOR**

Many future jobs need 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:

Creating an ice-breaking ship for climate research
Curing an illness or disease

- Forecasting earthquakes to keep people safe
- Designing the biggest rollercoaster in the world
- Building an eco-friendly skyscraper



## The changing world of work





What is changing?	How can it affect jobs and careers?	Think about it!	Which job areas will be important?
New technology is being developed all the time.	New technology is the main reason for old jobs disappearing. Most jobs today involve using digital skills in some way.	Self-service machines. Robots on production lines. Greater demand for people with IT, Artificial Intelligence (Al) and engineering skills to fix them and develop new ones.	Electronics Automation and robotics engineering Creative and media Data science and machine learning Aerospace Cyber security
People are living longer.	People will need more health and social care support.	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.	Health care Social care Life sciences Pharmacology
The pace of change in the workplace is speeding up.	People need to be able to adapt to learn new skills quickly.	Amazing new jobs that have never existed before, along with current jobs evolving. Being able to work alongside Al and new technology.	All sectors will innovate and evolve, so useful skills are: Creativity Adaptability Flexibility Problem solving Resilience
The skills of people around the world are improving.	More competition for jobs from other countries.	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.	Education Science Engineering Creative and media (including gaming) Manufacturing Digital Finance
There is more awareness of environmental issues.	More research into saving energy and developing greener technologies across industries.	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.	Engineering (including motor vehicle) Chemical processing Recycling Agriculture Energy and utilities Innovation
People are thinking carefully how they spend their money, especially on their well-being.	Demand for services such as catering, fitness, health spas and gaming.	Farms offering tourism experiences alongside agriculture. More hotels offering spa facilities. Fitness monitoring and nutrition. Workplace wellness.	Health and beauty Sport and leisure Hospitality and tourism Creative and media Sales and marketing

## Looking at Leicester and Leicestershire employers

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

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

**TOP TIP:** Most people don't walk straight into their dream job - look for stepping stones to help set you on your path. Starting in a junior or temporary role provides valuable work experience, new skills and can lead to exciting things. Be flexible about the type and locations of roles you apply for - experience is rarely wasted!

## 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
- ▲Lots of variety; you will learn about the day to day aspects of how a business is run
- ↑Quick progression; for those who show potential

↑Contact with senior managers; you can build a good relationship and raise awareness of your work ethic



## Area businesses tell 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 did some area skills research with employers; having people with the right behaviours is deemed most important for a business's success, over knowledge and skills. See: insight-unlocked.co.uk

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.

## **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 lots of career 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

TOP TIP! Unsure of what a job role is? Explore short films of different roles across industries on <u>www.icould.com</u>

\* 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:

**£6.40** an hour for under 18 year olds. (Must be above school leaving age. Doesn't apply if you're doing an apprenticeship).

£8.60 an hour for 18-20 year olds.

**£11.44** an hour for ages 21 and over.

**£6.40** 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 £16,546 a year for a job working 37 hours a week. The National Living Wage for all working people aged 21 and over is currently £11.44 an hour.

Pay scales correct as at 1 October 2024. Minimum wages increase each year (in April) see: www.gov.uk

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

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

## A look at our key sectors

## Health

There are over **350 different** careers in this sector. Many roles work with patients while others support behind the scenes, but they all make a difference to people's lives! Health is about the treatment, control or prevention of disease, illness, injury or disability, either in hospitals, health centres or the community. **Want variety and progression?** 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 IT, finance, data, security and maintenance.



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

#### 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; 35,897 people are employed in the sector locally.

- ↑Digital technology use is growing, such as:
- Al 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 cardiovascular and respiratory diseases, and cancer and kidney disorders.

↑The first UK study exploring the use of Smart Inhalers to prevent asthma flare-ups in children and young people has started in Leicester.

**↑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.

↑22% of roles locally are in nursing, 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.

#### **Getting in**

**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.

#### 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 FARN\*

Pharmacist	£35K-£69K	
Optometrist	£35K-£69K	
Hospital Porter	£22K-£25K	30
Paramedic	£28K-£43K	
Dental Nurse	£22K-£30K	
Nurse	£28K-£43K	
Biomedical Scientist	£27K-£45K	
General Practitioner (GP)	£70K-£100K	
Dietician	£27K-£45K	

#### **Skills and qualities**

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

www.your-future.co.uk | www.stepintothenhs.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 7. 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.

## **Sport and Physical Activity**

In the **exciting world of sports**, careers extend far beyond the playing field! From coaching teams, analysing data to drive up performance, or developing business opportunities for sports organisations, there are many diverse careers. Leicestershire has some **fantastic 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 area has 13 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



Useful subjects Biology, maths, PE, psychology, physics, English

#### What is happening?

↑Regionally the sector employs 16,900 jobs across 1,245 businesses – 84% are micro sized (9 or fewer employees).

↑ The sport and physical activity sector comprises mainly of sports clubs, sport and fitness facilities, sports manufacturing and the sale/ rental of sports equipment, but also online and virtual reality sports activities. The interest in health, wellness, fitness wearables or fitness apps, weight management and cycling will increase career opportunities.

↑Loughborough University is ranked number one in the world for sports-related subjects, with specialisms including health, engineering, rehabilitation and sports performance. SportPark, at Loughborough University, is home to many of England's top sports governing bodies and national sports organisations.

↑Careers 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.

#### **Getting in**

↑Sport is an important part of health and well-being in the community. Volunteering is one great way in; the sector has lots of sports clubs and businesses who have volunteers working with them, who could be approached for experience to enhance your skills, and your CV.

↑The workforce is young! 30% 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 most advertised sports roles\* locally are sports coach, personal trainer, football coach, fitness instructor and lifeguard.

↑Sector employers\* rank recruiting through 'word of mouth' as positive in the sector, so if you already know people working in sports do ask if any vacancies are coming up.

↑The top two skills\* most valued by area employers in sport are communication skills and teamwork, along with key behaviours such as reliability and collaboration skills.

↑ Apprenticeships include community sport and health officer, sports turf operative, and sports coach.



↑Leisure operations such as Everyone Active, Fusion, Places for People, Active Leicester ↑Exercise and fitness such as Hot Pod Yoga, Places for People, fitness studios and gyms ↑Adventure sport such as Leicester Outdoor Pursuits Centre, Beaumanor Hall Activity Centre, Field Sports UK. motorsports employers

↑Community sport such as the Active networks across districts (Active Blaby, Active Melton etc). TayPlay Sport, Rocket Youth Sports, Schultz Coaching, GNR8 Academy

**↑Professional sport** which includes 13 major clubs (see introduction for link to full list).

**Health and wellbeing** such as Life Links, Leap, My Solution Wellbeing, Leicester City Council Live Well

National Sports organisations such as Sport

England, the Youth Sport Trust, CIMSPA, Swim England, England Volleyball, UK Anti-Doping



WHAT YOU COULD EARN	
Leisure and Sports Manager/ Proprietor	£17K-£60K
Sports Coaches, Instructors, and Officials	£14K-£70K
Fitness and Wellbeing Instructors	£14K-£35K
Sports and Leisure Assistants	£12K-£23K
Sports Psychologist	£20K-£48K

Skills and qualities Coaching, business development, communication, teamwork, leadership

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

\*Data from employer research in the Leicester, Leicestershire and Rutland document-downloads-library-all/local-skills/plans/llr/llr-local-skills-plan-2024.pdf



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

## **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.

#### What is happening?

↑A career in social care offers long term employment and career progression prospects, with 34,500\* 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 coordinators and support roles such as HR, recruitment, finance, IT, catering and many more!

↑ Health and social care services are working more closely 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.

↑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.

#### **Getting in**

↑The Inspired to Care project, from Leicestershire County Council is a great start! They have a range of help, including a free level 1 introductory Pathway to Care course, see: www.inspiredtocare.co.uk/entry-level-stage-1

↑Employers value applicants with the right values, behaviours and attitudes to work well with people, 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 five most advertised jobs locally. 78% of the workforce is female; a more diverse workforce is needed to meet the needs of communities.

#### Explore career ideas at...

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

#### 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-£50K
Care Home Assistant	£16K-£24K
Residential Home Manager	£25K-£55K
Mental Health Nurse	£27K-£40K
Art Therapist	£27K-£47K
Housing Officer	£22K-£35K
Clinical Psychologist	£35K-£50K

#### **Skills and gualities**

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

## Creative

The creative industries are all around us, seen in the clothes we wear, our buildings, books, music, apps we use and much more! The sector is all 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 21,790 people are employed across the sector, with large areas of design and digital. Broadcasting, performing arts, film, music and VFX (visual effects) are all growing in the region. Nationally the UK creative sector has grown 15% over the last 4 years.

#### What is happening?

↑ Many people are freelance or self-employed; for example, freelancers make up 70% of the UK's theatre workforce - so there's 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.

↑ The Mighty Creatives provide local area creative services support for young people.

#### **Getting in**

↑ Technology in the sector is evolving so skills need to adapt. The growth of virtual production has changed job roles, creating areas such as virtual production supervisor.

↑Area festivals, music and art events can offer valuable work experience or paid work in the sector.

★Creative entry level roles include production assistant, visual effects (VFX) artist, apprentice light technician, apprentice animator, community arts assistant and stagehand assistant.

↑Job competition can be high. You need to be tenacious with strong networking skills. Opportunities are often with very small businesses or non-profit organisations. Combined skills sets are valued, 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.

#### Explore career ideas at...

www.screenskills.com | www.lcbdepot.co.uk | https://getintotheatre.org/ www.thecreativeindustries.co.uk | themightycreatives.com | discovercreative.careers



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

Caged Fish

Galleries

↑Cinemas

Local theatres

Other local employers include:

- **∱**We-Fab
- Digital Ethos
- Matchingham Games
- 🛧 Radial Film
- Rock Kitchen Harris
- Twist and Shout
- Communications
- ↑Pyramid
- ↑VeriVide
- ↑Go Inspire
- Rare Ltd
- Affixxius Films
- Soar Valley Press
- ↑Bloc Digital
- Bulb Studios
- Colab Creation
- Blueprint Interiors

#### 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 5% by 2030 Skills and qualities ICT, problem solving, attention to detail, team work, communication, planning, creativity, presentation skills, leadership, innovation, business and entrepreneurial

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

## Engineering and Advanced Manufacturing

This dynamic sector allows you to be at the forefront of innovation, working with new technology. 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 high tech systems. **Many different products are made across Leicestershire**, from precision tools, electricals, motorbikes, packaging and adhesives; 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. 59,270 people are employed in the sector locally, 50% above the national average.

#### What is happening?

↑ This is the areas second highest paying sector, and it accounts for 11.6% of the regions workforce, offering useful skills, knowledge, and pride in seeing the final product.

↑ Careers are broad and can involve research, testing, developing prototypes, production engineering and maintenance. Facilities are often hi-tech and there are an array of jobs from quality inspection, sales, design and software engineering, and many sectors such as chemicals, space, and health products.

↑Locally, Triumph is the largest UK-owned motorcycle manufacturer, and Ibstock Brick is the largest clay brick producer in the UK.

▲Robotics and digitalisation is boosting productivity and safety across the sector, with UK adoption up 50% in 5 years. Medical technology, low carbon transport, green energy products and future food products are key growth areas.

↑Blackrow Group, who provide engineering and fabrication services, have a new facility in Leicestershire.

↑Loughborough University Science and Enterprise Park houses 90 high-tech companies; many link to manufacturing.

↑MIRA Technology Park (Hinckley) is the largest automotive research and development park in Europe.

#### Getting in

↑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, digital and artificial intelligence engineers, production managers and engineers, 3D printing technician, process operators, research and design engineers and machine programmers.

▲Leicester College has revamped its Advanced Manufacturing and Engineering facilities at the Abbey Park campus, after multimillion-pound investment in resources, equipment and teaching spaces.

#### Explore career ideas at... www.thisisengineering.org.uk | www.lusep.co.uk | www.makeuk.org/future-makers www.miratechnologypark.com | miratechnologyinstitute.co.uk

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.

#### Other local employers include:

- Michael Smith
- Switchgear
- Taylor Hobson
- **†**Emerson
- Fisher Scientific
- **∱**Bostik
- Preci-Spark
- **†**Druck
- Nylacast
- **C**oba
- **Winbro Group**
- ↑ITP Aero
- **DPI** (UK)
- Ametek



- ↑Crown Bevcan
- Babcock International
- ↑Plastic Omnium
- ↑Blanson Ltd
- ↑Cook Optics
- ↑Oadby Plastics
- ↑KJN Automation
- **个**Kaby



Materials Technician	£20K-£30K
Robotics Engineer	£24K-£50K
Project Manager	£22K-£50K
Electronics Engineer	£22K-£45K
Manufacturing Systems Lead	£24K-£45K
Design & Development Technician	£27K-£45K
Sheet Metal Worker	£20K-£30K
CAD Technician	£20K-£36K

Skills and qualities Problem solving, communication, creative

thinking, leadership, attention to detail

## **Food and Drink**

Leicestershire is one of the key regions for the food and drink manufacturing in the UK, offering innovative and varied careers. From farm to fork, roles include ingredient growing, product development, food manufacturing, quality assurance, sales and distribution. Area businesses span from micro handcrafted goods companies to large producers such as **Pukka Pies, Mars, Walkers (PepsiCo)** and **Samworth Brothers**. The global diversity of the area offers a number of producers of spices, sauces and traditional ethnic foods. **Trends include the increasing use of manufacturing technologies** – data analytics in forecasting needs, food processing technologies (robots or automated production), making products healthier (reducing sugar, adding fibre), and the use of eco-friendly or refillable packaging.

#### What is happening?

↑A lot of new business start-ups are in this sectorpeople will always need to eat!

↑14,566 people are employed in the sector locally, 93% above the national average.

↑There are area pilots to improve health and sustainability in food products; for example, developing commercial bakery pastry using UK-sourced food byproducts in food processing (waste reduction), along with higher protein and fibre (better nutrition).

↑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, focussed on healthier snacks, testing prototype ingredients, flavours and products.

↑Geary's Bakeries is expanding the Glenfield production site to keep up with demand for sourdough products.

#### **Getting in**

↑ 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!

#### Explore career ideas at...

www.tastycareers.org.uk | www.gov.uk/apply-apprenticeship nsafd.co.uk

#### Other local employers include:

- ↑Geary's Bakeries
- ↑Refresco Drinks
- ↑ Delifrance
- ↑Everards
- ↑Belvoir Fruit Farms
- Everest Dairies
- **↑**Just Egg
- ↑Shelton's Coffee
- ↑Yummy Yum Foods
- ↑Leicester Bakery
- Bramble Foods
- **↑**Cofresh

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

- ↑Tuk in Foods
- ↑KP Snacks
- ↑Blackfriars Bakery
  ↑Kirtons Bakery
- KITCOTIS DAKETY
- ↑Long Clawson Dairy
  ↑Charnwood Brewery
- ▲Vittles Foods
- ↑Local farms

#### WHAT YOU COULD EARN

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

Sector Const employment set to grow 6.9% by 2030

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





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

## 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, accountancy, 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. 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 83,093 people employed locally, with an even split of males (51%) and females (49%).

#### What is happening?

↑Key employers based here include Melton Building Society, 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.

↑AI is increasingly being used across financial services, especially in fraud detection (spotting patterns), credit scoring and market analysis.

↑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.

#### **Getting in**

↑Entry roles include trainee positions in sales, payroll, insurance, marketing, property services and accountancy roles. There are a wide range of apprenticeships across the sector.

↑ 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.

↑Accounting, HR, sales and business development roles feature in the top 12 most advertised job roles locally.\*

#### 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
AXA PPP Healthcare
Nelsons
Knights
Croner
Fisher German
Dodds
PPL PRS
Anthony James
Insurance
Chevettes

Macildowie
 Meridian Mortgages
 RSM UK
 Cambridge and
 Counties Bank
 ThinCats
 EMB Group
 Blythin and
 Brown
 Nest Estate Agents

#### WHAT YOU COULD EARN

Tax Adviser	£25K-£55K
Human Resources Officer	£22K-£35K
Chartered Accountant	£30K-£50K
Business Research Professional	£22K-£45K
Insurance Account Manager	£20K-£60K
Solicitor	£30K-£70K
Mortgage Adviser	£21K-£45K
Contact Centre Adviser	£22K-£28K

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

\* Advertised vacancy analysis across Leicester and Leicestershire, 2024, from Lightcast.

## Education

You can inspire and make a difference every day in the education sector! 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. Teaching assistant vacancies feature in the areas top ten most advertised roles. Locally 47,245 people are employed in the sector, 7% 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.

#### What is happening?

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.

There is a focus on innovation to use different methods of teaching to make learning more meaningful.

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 help students to achieve.

The use of AI and Augmented Reality 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. 72.5% of the workforce is female.

There are training roles in the workplace, helping employers, as there is an ongoing need to upskill and reskill adults in the workforce as new technologies are introduced across industries.

The new area East Midlands Institute of Technology brings opportunities in technical teaching and wider support roles.

#### Getting in

↑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 exoffenders

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



**Useful subjects** English, maths, sciences, languages, ICT, history, geography,

RE, design & technology

#### ↑Leicester City Council ↑Leicestershire County Council Language schools Secondary schools, Children's centres academies, special Training providers Private tuition organisations

#### Local employers include:

♠Sixth Form and

**Further Education** 

Primary and

↑De Montfort

↑Loughborough

University of

colleges

schools

Universitv

University

Leicester



アノ	
WHAT YOU COULD EARN	
Nursery Worker	£16K-£24K
Secondary Teacher	£28K-£45K
Head Teacher	£46K-£110K
Education Technician	£17K-£30K
EFL Teacher	£21K-£32K
Training Officer	£18K-£35K
Adult Tutor	£20k-£30K
E-Learning Developer	£19k-£45K

#### **Skills and gualities**

Presentation skills, creativity, people management, planning, patience, digital skills, listening

\* Advertised vacancy analysis across Leicester and Leicestershire, 2024 from Lightcast.



#### Useful subjects

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

#### What is happening?

↑2,808 people are employed in space locally and area employers have strengths in product innovation and research and development.

↑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 spacerelated 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.

↑Space City Leicester is part of the UKs 'space spine', and home to multiple space-related UK organisations such as Rolls-Royce, the UK Space Agency and the National Centre for Earth Observation. Businesses at the Dock\* work spaces at the site link to downstream space, in high tech, sustainability and innovation.

↑ The Leicester University Space Research Centre has specialist space missions expertise. Every year since 1967 has seen a Leicester-built instrument operating in space including equipment on BepColombo, heading 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 will be trained onsite, creating 2,500 jobs.

#### **Getting in**

↑ Careers in space cover everything from building spacecraft and designing satellites, to co-ordinating disaster relief and forecasting future climate.

↑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.

#### Explore career ideas at...

## Space

Space is one of the fastest growing sectors of the local economy and will give you a career that's out of this world! 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 City Leicester and an existing business base. Space Park Leicester is the 2nd largest campus-based cluster with a dedicated space focus in the UK.

#### Some local employers include:

 ▲ Rolls-Royce – nuclear power for space
 ▲ Magna Parva - space hardware company
 ▲ Catapult - satellite applications
 ▲ AWE – environmental testing techniques
 ▲ Third Planet Orbital
 ▲ Dynamic Aerospace Fabrications  ↑SafeTTy Systems software for spacebased systems
 ↑Airbus - aerospace
 services
 ↑CGI
 ↑Maxar
 ↑Bluesky - aerial
 survey services

## 3

#### WHAT YOU COULD EARN\*

Systems Engineer	£25K-£55K
Space Lawyer	£22K-£50K
Communications Engineer	£22K-£50K
Data Scientist	£25K-£55K
Planetary Scientist	£24K-£50K
Electronics Technician	£21K-£45K
Business Development Lead	£22K-£50K
Disaster Response Coordinator	£25K-£45K

#### **Skills and gualities**

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.

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

## 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 28,308 people locally; most businesses in the sector are micro sized, with under 9 employees.

↑Energy efficiency targets will mean more 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.

↑The East Midlands Freeport's (EMF) sites offer construction opportunities across industrial, commercial and infrastructure. There are thousands of new houses being built across the region, area demand for logistics centres, and student apartments, Midland Mainland railway improvements, and ongoing highway upgrades.

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

↑Construction job vacancies remain at about 50% higher than pre-covid in the East Midlands.

#### Getting in

↑The top three roles locally in highest demand are: technical office-based staff, labourers, and painters and decorators, but also needed are: plumbers, floor fitters, electricians, roofers, ground workers, wood trades, surveyors, architects, interior fit out, 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.

↑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 14.8% 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

ADanaher and Walsh ↑Mellor Bromley ↑CR Civil Engineering

↑Mellor Bromley ↑CR Civil Engineering ↑Company Image Ltd ↑David Wilson Homes ↑Vistry East Midlands ↑SML Group

WHAT YOU COULD EARN

Other local employers include:

Services

Bloor Homes

↑Davidsons Homes

♠DAB Civil

Engineering

♠Pick Everard

↑Jelson Homes

↑East Midlands

Housing Group

↑William Davis

**Developments** 

↑Galliford Try

♠Walter Miles

Central Flooring

♠FF Smith

↑Barratt

↑C3 Construction

Carpenter/Joiner	£28K-£40K
Architect	£28K-£55K
Project Manager	£26K-£60K
Painter and Decorator	£20K-£40K
Electrical Trades	£25K-£60K
Civil Engineer	£25K-£60K
Quantity Surveyor	£25K-£80K
3D Visualiser	£18K-£35K
Plumber	£20K-£45K
Energy Assessor	£18K-£35K



#### **Useful subjects**

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

## **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.



#### What is happening?

↑ The sector employs 40,205 people (52% above the national average), and this is set to grow 10.1% by 2030. With Leicestershire's central location, 95% of the UK population can be reached within a four-hour drive, so companies base centres here.

↑Marks and Spencers, Aldi, 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 very hi-tech and offers some exciting roles!

↑The use of electronic vehicles and cleaner fuels is increasing, and software tools and data analytics help businesses to predict demand and trends.

↑ There are many new logistics sites around the area such as Watermead Business Park 2 and Griffen Park.

↑Magna Park 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 FedEx, DHL and UPS, huge freight operators, and Royal Mail; it is the UK's busiest pure cargo airport, and part of the East Midlands Freeport, bringing new jobs.

↑SEGRO Logistics Park, by East Midlands Airport, provides thousands of jobs; it is rail, road and air connected, with state-ofthe-art facilities from employers like Ceva, GXO and The Very Group.

**Mercia Park** is home to a huge global parts distribution centre for Jaguar Land Rover, along with a major site for DSV.

#### **Getting in**

↑ The sector welcomes young people with a range of skills; progression prospects are excellent for those with a 'can-do' focus. Vacancies in logistics often appear in the top five most advertised jobs locally.

↑Entry-level roles include distribution clerk, some transport, warehouse and delivery roles, sales, IT and customer services which provide a stepping stone to career progression. The sector also has apprenticeships, and graduate schemes.

↑Automation is increasing across the sector and offers interesting roles; mechanical or electrical engineering skills are useful, along with computer science, robotics or artificial intelligence qualifications.

#### Other local employers include:

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

#### WHAT YOU COULD EARN

Warehouse Operative	£22K-£32K
Transport Coordinator	£20K-£35K
Rail Engineering Technician	£24K-£40K
Automation Engineer	£30K-£55K
Supply Chain Manager	£24K-£48K
Warehouse Manager	£24K-£50K
Import Export Clerk	£18K-£30K
Software Development Lead	£28K-£55K
Airport Baggage Handler	£21K-£30K
Large Goods Vehicle Driver	£22K-£45K

#### **Skills and qualities**

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

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?

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

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

↑Cavendish Nuclear have a key Leicester base, and lead the development and operations of new nuclear projects to support UK net zero.

Nearly 24% of UK new vehicle sales are electric or hybrid; 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.

Octopus Energy has a new base at Hinckley Park, to distribute heat pumps and solar panels, as well as having a national training centre for installation engineers.

↑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.

#### **Getting in**

**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.

↑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.

- ↑The top 'green' advertised job roles locally\* are:
- Safety managers
- Health and safety coordinators
- Engineering professionals

#### Explore career ideas at...

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

Other local employers include:

**↑**Severn Trent

Casepack

EarthSense

Sav-eco Packaging

↑Smart Power Systems Intelligent Energy Flogas Britain **CENEX** Bakers Waste National Grid British Gas Octopus Energy ↑Elmhurst Energy Environmental **Energies Ltd DNV** 

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

Climate Scientist	£20K-£50K
EV Charge Point Installer	£24K-£44K
Forestry Worker	£20K-£35K
Wind Turbine Engineer	£25K-£45K
Recycling Operative	£18K-£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

\*Advertised vacancy analysis across Leicester and Leicestershire, 2024, from Lightcast.



## **Tourism and Hospitality**

The dynamic, thriving Leicester and Leicestershire **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. VisitEngland, the national tourism body, recently awarded the region Local Visitor Economy Partnership (LVEP) status, which will help grow and enhance area tourism businesses. The sector includes indoor and outdoor tourism attractions, events, accommodation from glamping to hotels, restaurants, cafes, pubs, travel agents and tour operators, and festivals. Twycross Zoo is an award winning attraction that helps conservation, or how about working in a castle, theme park, exclusive restaurant or being a tour quide?

#### What is happening?

↑ The sector employs 39,034 people, enhancing the visitor offer across lovely area market towns and historic city of Leicester.

↑Tourism is very competitive and social media use continues to grow, with 95% of attractions using social media or apps, especially Facebook, Instragram and Pinterest. Customer-centric skills are key, with increased customer expectations and competitive, reviewdriven markets.

↑Locally, staying in self-catering accommodation (holiday cottages, caravans, glamping and camping sites) is growing in popularity, and outdoor attractions such as the National Forest and Bradgate Park are also busy.

↑ Area tourism campaigns *Taste the Place* (local food and drink offer) and *Fit-cation* (activities and sport) have been successful.

↑The King Richard III Visitor Centre is the second-most-visited ticketed attraction in Leicester –and will welcome its 500,000th visitor in 2024!

↑Local exciting experiences for visitors include: brewery tours, gin schools, pork pie making experiences, kayak and camping breaks, alpaca walks with afternoon tea, hovercraft and tank driving, holidays on a boutique narrowboat, and E-bike holidays.

↑Sustainability across tourism is growing, and many hotels or guest houses use local food producers.

↑A new Battle of Bosworth trail, Bosworth 1485, dotted with new art works, is to be launched in 2025.

↑Organisations are growing customers by enhancing facilities, such as play areas, tea rooms, new exhibition spaces; but also increasingly adding virtual or augmented reality offers.

#### **Getting in**

↑Attractions are increasingly using volunteers, which is a great opportunity for young people to gain experience and skills.

↑ 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 train people on the job, and use 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.

#### Local employers include:

- ↑The National Space Centre ↑De Montfort Hall ↑Stoney Cove ↑The National Forest and Conkers ↑Cattows Farm
- A Bosworth Battlefield
- ↑Belvoir Castle
- Everards Meadows
- ↑Great Central Railway
- The King Richard III
- Visitor Centre
- Twin Lakes
- ♦ Wistow Maze

- ▲Local museums and tourism centres ▲Hotels, B&Bs, camping and glamping sites ▲Bars and restaurants ▲Major sporting and
- ↑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

Heritage Officer	£18K-£38K
Barista	£14K-£21K
Hotel Manager	£22K-£55K
Events Manager	£21K-£35K
Chef	£17K-£32K
Visitor Attraction Manager	£22K-£45K
Travel Consultant	£18K-£27K

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

## **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, fashion houses, and fabric and label services. 7,702 people are employed in the sector locally - this is 454% above the national average.

↑This creative, fast-moving sector offers great career progression. UK designers are some of the best in the world and British manufacturing offers heritage and quality.

↑People are increasingly repairing or altering clothing, and tailoring skills are growing in demand.

↑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.

↑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 worlds 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.

↑Speed of response fashion is a significant part of area textiles, (including knitwear). Designers need a high commercial awareness to minimise costs and reduce waste.

▲Local employers include Barrie Knitwear, TDP Textiles, Meesha Graphics, Avinci Ltd, Jack Masters, Fashion Fabrics, and Fashion UK.

#### **Getting in**

↑There are some entry roles like trainee machinist, trainee designer, marketing, administration, packaging or pressing and the opportunity to gain skills and advance.

↑Jobs In demand include: product technologist, multiskilled machinist, pattern cutter, CAD designer, print technologist, knitting machine technician and programmer, marketing and social media roles.

↑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.

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

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

#### ↑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.

↑AI is profoundly impacting the sector, with use in Healthtech, Foodtech, and Climatetech. AI is driving automation, enhancing decision-making, creating new business opportunities, and creating demand for AI developers, machine learning engineers, and data scientists.

↑ Locally 14,206 people are employed in the sector, which is relatively young; 41% of employees are 34 or under. The sector is 68% male and 32% 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.

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

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

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

↑The East Midlands Cyber Security Cluster is a key component in addressing the growing demand for cyber security professionals, tackling threats.

#### Getting in

↑With the rapid pace of technological evolution, continuous skill development is essential.

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

↑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.

↑Software development, computer support and data mining are the areas most advertised job roles in the sector.

Sector employment set to grow 9.8% by 2030

www.bubble-jobs.co.uk www.techuk.org/pathways-into-digital-careers www.gov.uk/apply-apprenticehip www.youthemployment.org.uk/digital ukcybersecuritycouncil.org.uk/careers-route-map/

\*Advertised vacancy analysis across Leicester and Leicestershire, 2024, from Lightcast

## Some other local sectors

## Retail



↑This is a dynamic, fast-moving, vibrant industry as retailers try to respond to - and predict - customer demand and trends.

↑Employing 39,076 people, retail is a significant sector here with large shopping centres, like Highcross and Fosse Park, boutique areas like St Martins and market towns with attractive shopping offers. There is a trend to shop more locally.

↑Al-powered smart shelves and video analytics in stores give insights into shoppers' behaviour and help retailers with queue management, stock replenishment and optimizing store layout.

↑ Many shops sell online as well as in-store, and offer delivery services. The use of self-service is also growing.

#### **↑**Next, Topps Tiles, Watches of Switzerland, Marks

**Electrical** and **Dunelm** have their headquarters here. **Sytner** in Leicestershire is a huge retailer of very prestigious car brands.

↑Physical stores are enhancing in-store shopping with facilities like cafes, beauty treatments, music events and the use of virtual reality.

↑Districts such as Melton, Charnwood and North West Leicestershire are investing in enhancing their market areas.

↑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.

**Colline shopping offers opportunities in** digital marketing, coding, website development, user experience, online security and cyber security. Customer data helps retailers to offer tailored services.

↑Online shopping is growing but there is still demand for in-store spending, as customers appreciate the tangibility of assessing products, and retail parks have fared well.

#### **Getting in**

↑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-thescenes jobs such as buying, merchandising, stock control, logistics, accountancy, store operations and data analytics. Customer service, marketing and management skills are useful.

↑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.

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

## Life Sciences

↑The sector in Leicestershire is booming, with 14,200 people working at 985 firms.

↑Health life sciences uses biology and technology to improve health, including medical technology, genomics (DNA), diagnostics and digital health, generating products using precision medicine and technology (like AI). Work is fulfilling – changing lives via new medical discoveries.

↑Charnwood Campus, Leicestershire is the UK's first Life Sciences Opportunity Zone – an innovation site focussed on the biopharmaceutical sector; with over 800 scientists, and the potential for 5,000 jobs. It is home to Medilink Midlands who support medtech and life sciences innovators to grow, from early ideas to selling services.

↑Area employers include Almac, who have contributed to over 50% of new medicines approved over the last 5 years, Kindeva Drug Delivery who invented the first pressurised Meter Dose Inhaler (pMDI) for asthma, and the first CFCfree pMDI and lead the way in greener inhalers, Solventum (formally 3M, with 70 years of delivering healthcare innovation, Charnwood Discovery, who provide drug discovery services, and Weiss Technik, world market leader for environmental simulation systems.

↑Other employers are Inspiration Healthcare, Morningside Pharmaceuticals, Spirit Healthcare, Thermo Fisher, and Myoderm.

↑The region is well-known for clinical research on chronic disease treatment and prevention, sport and exercise science and rehabilitation, drug development, and medical device manufacturing.

↑DNA fingerprinting was discovered in Leicester\* in 1984

#### **Getting in:**

↑Roles include research scientist, laboratory technician, microbiologist, medical sales lead, wildlife biologist, data manager, ecologist, and engineering roles like biomedical, process and mechanical.

↑ Loughborough College and Charnwood Campus Talent and Skills Institute work closely to help learners access careers through placements, T Levels, apprenticeships, and other training.

↑ Degrees in biology, pharmacology, ecology, environmental science, life science or chemistry are useful, but 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.

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

## Public **Services**

↑ This varied and rewarding sector is set to grow by 4.7% by 2030. It currently employs 20, 612 people across the area and includes the civil service, local government, emergency services, tax, libraries, immigration, and prisons.

▲Local authorities and district councils\* have a wide range

of careers, including roles in culture and tourism, housing, transport, schools, business support and regeneration, leisure and recycling. Services improve life for local people and can be innovative and fulfilling.

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) provides interesting roles helping people into work or training.

↑The area also has three prisons- Gartree, Fosse Way and HMP Leicester with unique roles to reduce reoffending.

♠Fraud, cyber crime and shoplifting are increasing and are a focus 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.

#### **Getting in**

There are a broad range of entry roles and apprenticeships. across the sector, from IT support, customer services, and trainee finance, housing or project roles.

**↑Good communication skills** are essential across roles, as many involve dealing with the public. Chatbot use 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.

A 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.

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.

#### **Useful websites for further** help or research

#### Job or apprenticeship vacancies

National Apprenticeship Service Find a job

Leicester Employment Hub I FBC

#### Leicester Mercury Jobs

Indeed - www.indeed.co.uk LinkedIn- www.linkedin.com

#### **Recruitment agencies**

Find an agency www.agencycentral.co.uk

#### **Understanding your skills**

National Careers Service

#### **Careers information and advice**

National Careers Service Amazing Apprenticeships The Student Room Not Going to Uni **Barclays Life Skills** Youth Employment UK -Careermap - www.careermap.co.uk

#### **Starting your own business**

LLEP Business Gateway

#### **Higher Education and graduates**

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



## 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.

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 startups, 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 City 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



www.lusep.co.uk | www.charnwoodcampus.com | www.space-city.co.uk www.leicester.gov.uk/waterside | www.miratechnologypark.com

#### **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)
Supported Internships*	A structured study programme/ partnership based mostly with an employer	6 months - 12 months	A formal job or exit interview with written feedback. Coursework/ exams depending on any courses done as part of the programme.
Entrepreneurship	Setting up your own business, as either a freelance service, a registered company, or a sole trader	N/A	N/A

You can also go straight into work at 16! But you will still need to be doing part-time training or study at the same time.

\* A supported internship can be accessed by 16-24 year olds with an Education, Health and Care Plan (EHCP)

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	There are no formal entry requirements, it is up to the employer and the college	Yes	Work College/Apprenticeship
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: skillsforcareers.education.gov.uk/pages/young-people

## 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.

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:** Not all jobs are advertised, so try targeting companies that you are interested in working for; send in a CV and speculative letter.<sup>\*</sup>

**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 Leicester and Leicestershire – Your Futures. Also see: the National Careers Service nationalcareers.service.gov.uk/careers-advice



### 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.

	ployers like neone who What you can do		one je	b to another.	
Employers like someone who					
Has good communication skills		Speak calmly and confidently, making eye contact with the employer. Answer questions 'fully', not just 'yes' or 'no'. If you' a presentation at school, explain how you presented it clear what the impact was.		Ø	
ls keen and enthusiastic		When applying for a job, think carefully about how you put across. Be open to different tasks and ideas in the workplace		163	N.
ls 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.		R
Can work well in a team		Use examples of how you contributed as part of a team fron school, groups you may be in (such as Air Cadets, sports teal scouts) or your hobbies to show how you can get on with ot Explain how you listened, discussed and negotiated as part team to complete a task.	ms, thers.		
ls reliable		When you get a job or an apprenticeship, be on time every of Ring into work if you're unwell (but not just a headache) to be 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.	an	in you speak iother language	e?
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 situation	tra ca	any companies ade globally so n be a real asse	
Can problem solve		Explain how you would identify a problem and how you wo 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.	IT sk all co stroi	ou have good (ills? Virtually ompanies value ng IT skills, make	e

Skills Builder is a great website on building essential skills to get on in life, see: www.skillsbuilder.org

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 Citizen 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: <u>valonline.org.uk</u>

↑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:

**Abysitting** – 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 neighbours with 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.

'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



#### Local case study:

One student got her first job by asking in her local cafe if she could help with serving customers at weekends. She was taken on immediately and after a few weeks got more hours and pay. At 16 she helped with the family business during school holidays and now works part-time at the Co-op whilst at college, it all looks good on her CV!

## 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. There are online tools that can give you sample covering letter outlines for you to add to.

A professional covering letter, with a tailored CV can really make your application stand out! Most recruitment is online nowadays so the covering letter and CV can be done in Word and emailed to the company.

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.

#### **Covering letters**

 $\uparrow$ Write or type the letter out in rough first and check for mistakes.

↑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.

#### **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

#### 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 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

East College,	Anyto

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

#### 2015-2020 Sandfield School, Anytown

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

Employment history

#### Waterside Funpark

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

#### 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.

GSCE Grade 8

GSCF Grade 8

GSCE Grade 8

GSCE Grade 7

↑ 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 sample templates 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.

#### 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.



## Job and apprenticeship applications



**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.

#### **Application forms**

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

Some employers check out prospective employees on social media. Be careful what you put online for others to see!

### 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!



#### 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!

#### 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!

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

© This guide was collated by Anna Cyhan at the Leicester and Leicestershire Business and Skills Partnership. An online version of this guide is available on: **Ilbsp.org.uk** 



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