

ESSEX CAREERS

Your guide to local employment and skills

Sector spotlights

Engineering

Digital

SUCCESS

SKILLS

CAREERS

FUTURE

Find out more about

- T Levels
- Green jobs for the future
- CV writing

and much more...

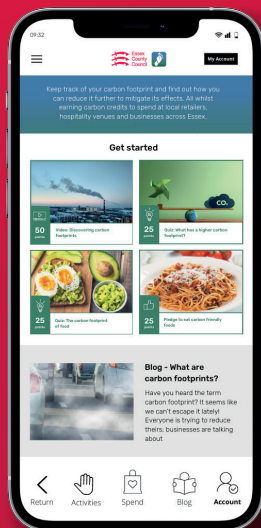
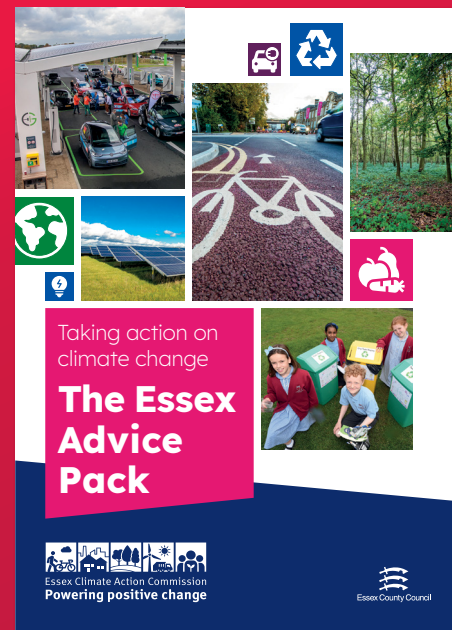
**HOW
TO BE
WORK
READY**



Want to learn more about tackling climate change?

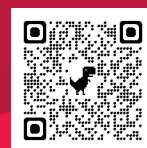
Check out our Essex Advice Pack for practical **guidance and cost-effective recommendations** to help us all to reduce our carbon footprint.

Download your free copy today by scanning the QR code.



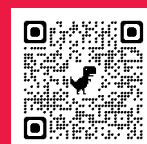
On our new Carbon Cutting Essex app, you can learn how to reduce your carbon footprint through a series of fun activities, quizzes and videos.

Download the app today using the QR code.



Keep up to date with all the latest news by signing up to the monthly newsletter.

Scan the QR code on the right or visit the **Essex County Council website** and subscribe under the planning, land and recycling section.



This magazine has been produced by the Essex County Employment & Skills Team to provide a comprehensive insight into all matters relating to the Employment & Skills opportunities within Essex.

We are very grateful to all the individuals and organisations who have contributed to the third issue.

Essex County Council welcomes your input. Please get in touch if you have any questions or would like to contribute to future issues.

Future issues will be published in winter.

This magazine can be produced as a PDF.

To request a copy please email

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If you would like to discuss how Careermap can help your organisation to create bespoke useful guides, please contact Sharon Walpole, Partnerships Director at info@careermap.co.uk



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Contents

- 04** Welcome - Cllr Tony Ball
- 05** Sector spotlight - engineering and advanced manufacturing
- 06** Routes into engineering and advanced manufacturing
- 08** Different roles in engineering and advanced manufacturing
- 10** Kickstart your engineering career with an apprenticeship - Maycast Nokes
- 11** Empowering women in engineering - Colchester Institute
- 12** Delivering the engineering workforce of the future - Chelmsford College
- 13** Are maths skills holding you back? Multiply is here to help
- 14** Embracing digital inclusion - Digital Essex
- 15** Employability support from Open Road
- 16** Creating green jobs at Freeport East
- 18** Do you fit the bill? Join Essex Police!
- 19** What do you know about Essex?
- 20** Finding your way in Essex
- 22** Regional focus - Mid-Essex
- 23** Mid-Essex - Facts and figures
- 24** Engineering opportunities at Teledyne e2v (Chelmsford)
- 26** Empower your future with Chelmsford College
- 27** Writtle University College (WUC)
- 28** Creative and digital media in Essex
- 30** What is the T in T Levels?
- 31** T Levels: The new qualification on the block
- 32** Support for your first job from the Youth Service
- 33** Work readiness
- 34** Leading the way in green skills for a sustainable future
- 35** Every job will need to be a green job
- 36** How to write a great UCAS personal statement
- 37** Tips for a successful CV
- 38** Dates for your diaries
- 39** Useful contacts

FOREWORD

Cllr Tony Ball
Essex Careers Magazine

I'm delighted to introduce the third edition of Essex Careers, which we're now seeing in more and more locations across Essex. As with the last edition, we're regularly receiving requests for additional copies and are thrilled at how useful it clearly is to a wide range of organisations and individuals. I am regularly hearing this first hand in my visits and meetings across the county. But I would like to hear more about how you're using the information, so please do let us know.

Don't forget that as well as having access to the magazine on our Essex Opportunities portal, you can also view paper copies in libraries, Job Centres, schools, Youth Centres, colleges, universities and ACL Centres.

As ever, our ambition is to showcase so many of the great learning and career opportunities on offer locally. For this edition, this includes a spotlight on engineering and digital as well as some of the great opportunities coming through developments such as Freeports and large employers like Essex Police and E2V Teledyne. You can also find further information about green initiatives like the Carbon Cutting App and learning options such as T Levels.

Thanks once again to everyone involved in putting this together and to all our contributors. Tell us how you're using the content and maybe you'll appear in a future article!

Contact us at essex.careers.magazine@essex.gov.uk and read all editions on the [Essex Opportunities Portal](#) - help us to spread the word.

Cllr Tony Ball,
Essex County Council Cabinet Member for Education Excellence,
Lifelong Learning and Employability



SECTOR SPOTLIGHT
Engineering and advanced manufacturing

Advanced manufacturing and engineering is a large sector in Essex. It employs 37,953 people across the county. Key roles required in Essex include mechanical engineers, test engineers, production managers and engineering managers.

The sector is expected to grow significantly in the future. This will create exciting opportunities across Essex.

Read on to find out about advanced manufacturing and engineering in Essex, and to learn about the types of jobs on offer.



Engineering and advanced manufacturing jobs in Essex

The **largest employers** are the NHS, Raytheon Technologies, AECOM, SKY and BP

- Three most advertised occupations in Essex:
- **Engineering technicians**
 - **Science engineering/production technicians**
 - **Civil engineers**



Average wage for engineering roles in Essex is **£34,000**

Engineering and advanced manufacturing in Essex

Essex has a rich engineering and manufacturing history. It's well-known for the world's first radio broadcast, achieved by Marconi in 1920

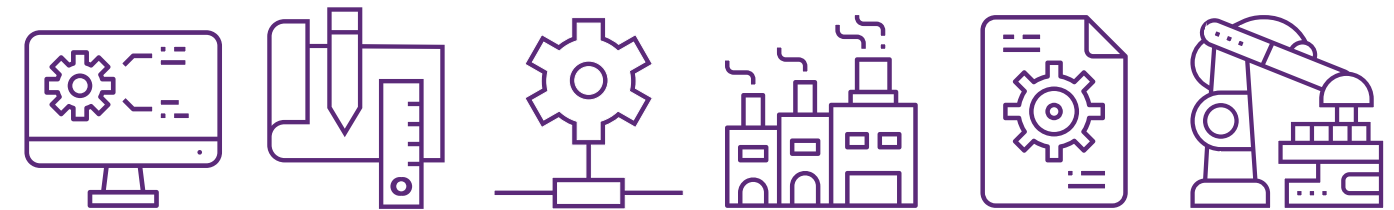


It's expected that there will be **29,000 jobs** in the engineering sector alone in Essex by 2031

Maintenance engineers, site engineers, plumbers, gas engineers, electrical engineers and structural engineers - **the opportunities are endless!**

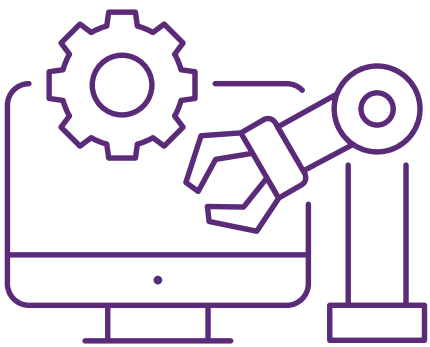
Source: Official Labour Market Statistics (ONS) and Lightcast Analyst | Figures include Southend and Thurrock

Engineering and advanced manufacturing industry pathways



Qualification	Description	Length of time	Assessment		Level of study	Award UCAS points	Entry requirements	Work experience	What does it lead to?
Apprenticeship	Complete a vocational qualification or degree in engineering/an engineering-related subject, while receiving paid, on-the-job training.	1 year minimum	Apprenticeship dependent (includes demonstrations, presentation and/or exams)	➔	2/3 with possibility to progress to higher and degree apprenticeship	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
A Levels	If you want to become an engineer, studying maths and physics at A Level is often essential. Budding chemical engineers should also pursue chemistry.	2 years	Mainly exams at the end of the course – can include coursework	➔	3	Yes	For individual schools and colleges to decide (commonly 5 GCSEs at grade 4 and above)	No	Apprenticeship University
T Levels	A technical study programme equivalent to three 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	➔	3	Yes	Set by each school/college	Yes (80% classroom, 20% work)	Apprenticeship University Work
Technical/vocational	Qualifications that teach you how to do tasks specifically related to engineering.	Course dependent	Course dependent (coursework and exams)	➔	1+	Yes	Course dependent (coursework and exams)	Course dependent	Apprenticeship University/college Work
Work placements and internships	Structured work-based study programmes or general work experience with an engineering company.	Dependent on individual and employer preference (one day, one year, a block placement, one day per week for a set period etc.)	N/A	➔	N/A	No	N/A	Yes	Apprenticeships University/college Work To secure your dream role, you'll need some work experience alongside your qualification
Degree	An academic qualification at university across a range of subjects.	Minimum of 3 years	Course dependent	➔	University degrees range from Level 6 qualifications, such as a bachelor's degree, to a Level 8 qualification, such as a PhD.	N/A	Course dependent	Course dependent	Paid employment
Post graduate engineering courses	'Postgraduate' is the term used to describe further study after securing a degree. This is typically a master's, postgraduate certificate (PGCert) or postgraduate diploma (PGDip).	1-2 years	Course dependent	➔	Level 7-8	N/A	Course dependent	Course dependent	Paid employment
Professional qualifications	Joining a professional body isn't usually necessary to secure your first graduate job; however, becoming a member of a chartered body is obligatory if you want to become a Chartered Engineer (CEng) or an Incorporated Engineer (IEng).	N/A	N/A	➔	N/A	N/A	Relevant qualifications	N/A	Employment

Engineering and advanced manufacturing



The facts, figures and roles

Advanced manufacturing involves the use of exciting technology. It aims to:

- improve industrial products or processes
- allow manufacturers to create new products
- produce high-quality goods that meet exact specifications
- enable more cost-effective solutions

Engineering, meanwhile, uses a combination of science and maths to build machines and structures. This exciting sector has a range of career opportunities. Whichever role you take on, you'll be fixing problems and improving the world around us.

Advanced manufacturing and engineering in Essex

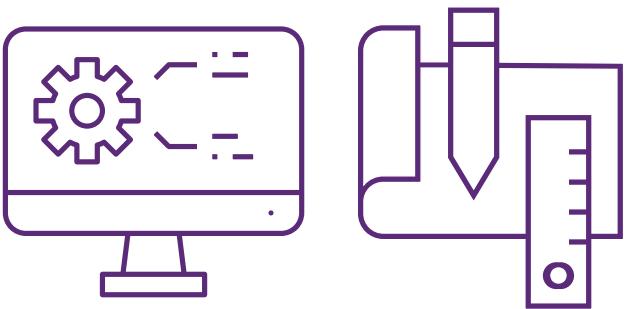
Essex has a large advanced manufacturing sector. It is a leading UK and European hub for manufacturing in industries such as:

- automotive
- aerospace
- computing
- electronics

Why choose a career in advanced manufacturing and engineering?

Make a difference and transform the way we live!

Engineers help create a healthier, safer, greener and more equal society. They develop renewable power, life-saving vaccinations, cyber security software and much more!



The engineering landscape

There are
1,610,311
engineering and advanced
manufacturing jobs in the UK.

This figure is expected to increase to
1,635,546
by 2031.

25%
of all job postings in the UK
are for engineering roles.

In the past five years, the
number of postings for
'green engineering'
jobs has increased by 55%.

There are currently
37,953
engineering and advanced
manufacturing jobs in Essex.

(Source: Lightcast and Engineering Skills Needs - Now and Into the Future)



National average engineering salaries

Civil engineers	£47.0K
Design and development engineers	£44.4K
Electrical tradespeople	£34.3K
Electricians	£33.3K
Engineering technicians	£30.4K
IT engineers	£28.9K
Mechanical engineers	£41.6K
Metal working machine operatives	£21K
Plant and machine operatives	£22K
Quality control and planning engineers	£41.3K

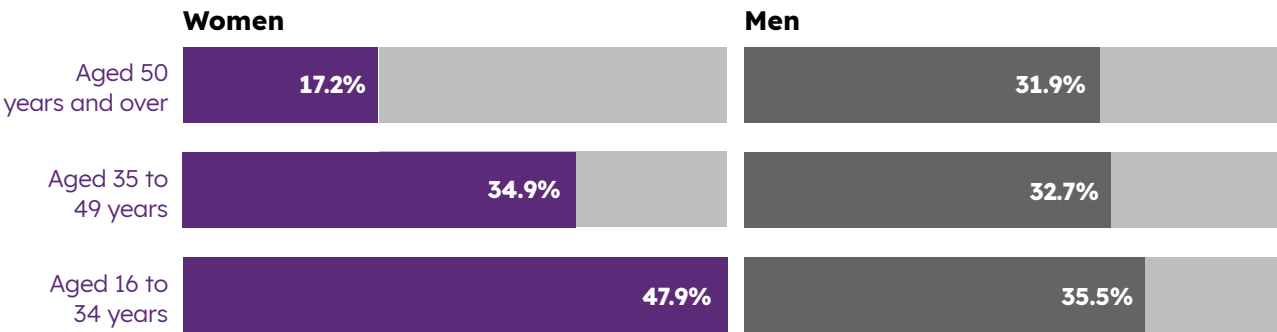
(Source: Lightcast)

Skills

To work in this sector, you will need a range of skills:

- **Project planning** – handling costs, quality and speed.
- **Problem solving and creativity** in finding solutions to complex challenges.
- **Communication and teamwork** – working well with others and keeping them in the loop.
- **Persistence** – being patient when seeking a solution.
- The ability to learn, adapt and be **flexible**.
- **Numeracy** – using maths to forecast profits, design technical products and more!

Proportion of adults working in engineering professions



Amongst **engineers** aged **50 to 54**, there are around **10 men for every one female** engineer.

(Source: Census 2021)

However, amongst **engineers** aged **25 to 29 years old**, there are around **5 male engineers for every one woman**.

Kickstart your engineering career with an apprenticeship

Maycast-Nokes is a leading manufacturer specialising in the production of aluminium and steel components for the aerospace industry.

Based in Halstead, Maycast-Nokes employs 122 individuals. Around 10% of these are participating in apprenticeship programmes, including degree-level apprenticeships.

In fact, apprentices have been a fundamental part of Maycast-Nokes for almost 20 years. Many have progressed onto senior positions, highlighting their value within the organisation.

Jess, Maycast-Nokes Production Engineering Apprentice

"I have been interested in the idea of making things since I was young. I always wanted to get involved with tasks that involved using tools and have never been afraid of getting my hands dirty."



"My passion for making things led me to pursue production design in school, where I was able to develop and enhance my skills. My teacher organised a workplace tour of Maycast-Nokes and, when it was time to find a work placement, I contacted them straight away. I later applied for an apprenticeship role and was successful!"

"My current position involves working on new part development. I get to explore different manufacturing methods, try out my design skills and even produce new moulds. I also develop inspection reports for customers and am responsible for monitoring heat treatment ovens."

"Throughout my apprenticeship, I have supported numerous customer meetings and calls. I have also attended many apprenticeship careers events, which have boosted my confidence whilst broadening my knowledge."

"Since being in secondary school, I knew I wanted to enter the workplace as soon as possible. If you'd prefer first-hand experience of a real working environment instead of classroom learning, I'd definitely recommend an apprenticeship!"

Ashley, Maycast-Nokes Technical Manager

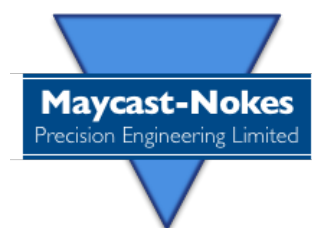
"From an early age, I've always been fascinated by mechanical engineering. Luckily, my mum spotted apprenticeship vacancies at Maycast-Nokes and encouraged me to apply."



"Since joining the organisation as an apprentice, I've had the privilege of collaborating with colleagues from different departments to identify and address challenges, continuously finding ways to enhance our manufacturing processes."

"Maycast-Nokes has always supported my learning and development, enabling me to progress from an apprentice to a Technical Manager. Along the way, I've pursued Levels 2 and 3 diplomas, Higher National Certificates and Diplomas and even a degree in mechanical engineering!"

"My advice to anyone starting their career or an apprenticeship is to be receptive to feedback. Foster strong relationships – especially with experienced colleagues – and actively seek opportunities to learn and grow. Growing your network and expanding your knowledge will boost your confidence and help you to carve your own professional path."



Visit the [Maycast-Nokes website](#) to discover their latest apprenticeship opportunities.

Empowering women in engineering – where innovation knows no gender

Did you know only 14% of the UK engineering workforce is female? Colchester Institute is on a mission to change this.

The UK faces a massive engineering skills gap. Recent figures suggest that a further 1.8m engineers will be needed by 2025.

The contributions of women in engineering are becoming increasingly vital. They have already played a key role in developing new technologies and solutions. Their work will continue to be essential in a strong, inclusive and sustainable economy.

The future of engineering will rely on diverse teams. A variety of attitudes and approaches will be essential for developing innovative products that enhance our everyday lives.

The college is determined to bust the stereotype that engineering is predominantly a career for men.

It has introduced a range of initiatives to boost female participation levels. It has been actively promoting careers in the sector and encouraging female learners to explore the huge range of opportunities.

Colchester Institute is currently the only college in Essex that's a member of the Women's Engineering Society (WES) partnership programme. The partnership aims to encourage female students to close the gender gap in the industry.

Alison Andreas, Principal and Chief Executive of Colchester Institute, explains why shifting the industry is such a priority:

"Membership of the Women's Engineering Society is an important way of encouraging more learners to consider careers in engineering."

"We now need to get the message out to every man, woman and (given the huge future demand) child. We want people to understand that careers in engineering are for absolutely everyone!"

"Engineering jobs are exciting and rewarding. They're also vital for a safe, healthy, economically stable and sustainable future."



Discover an engineering opportunity for you on the [Colchester Institute website](#).

Jade

"I've always had a passion for welding and working on cars, though I only gained the confidence to pursue it later in life."

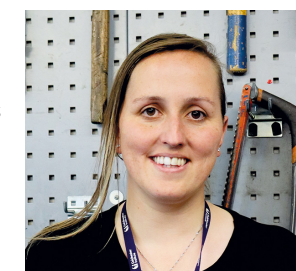


"Having female role models in engineering is very important; they can provide the confidence boost needed to dive into this field, especially for younger learners. I feel I would have started my apprenticeship a lot sooner had there been more promotion of female experiences."

"I've had a positive time at the college, thanks to the incredible support from my male peers, mentors and employer. I'm excited to take what I've learnt to become a coded welder, with a focus on pipework fabrication."

Maria

"I'm fascinated by how things work and always wanted a practical job. Engineering is the perfect route for me!"



"Being the only female on my apprenticeship could sometimes be challenging, but the guys have been great. Every day has been really interesting and, overall, it's been a hugely positive experience."

"As I started my engineering career later than others, I was worried I had missed out on opportunities. However, I've had so much support from both the college and my employer. I am very lucky to have amazing female engineers in my company. From technicians to quality assurance professionals, I've learned so much from each of them."

Delivering the engineering workforce of the future

With major technological advancements, the engineering sector is going through a big change. Chelmsford College is ready to embrace opportunities, face challenges and develop a workforce that's ready for future engineering opportunities.

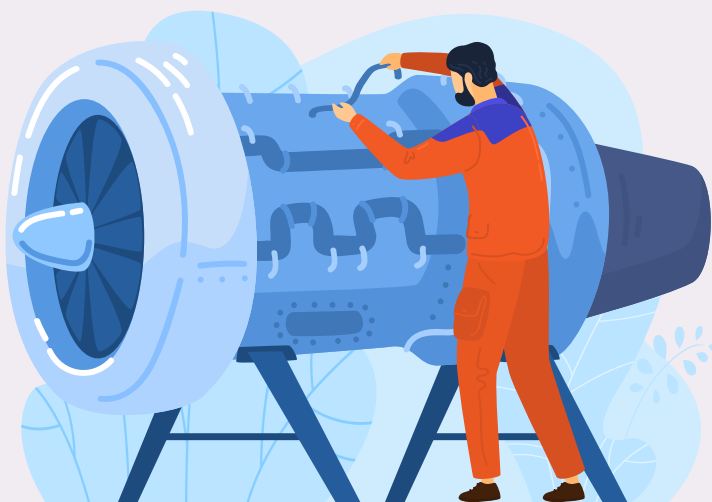
What's on offer?

Chelmsford College has invested in high-spec technology to ensure teaching facilities match students' work placement experiences.

You can embark on a range of programmes from Levels 1 to 4. They even offer a T Level in Design and Development for Engineering and Manufacturing!

Some of the other courses on offer include:

- Levels 1 and 2 VRQ Diplomas in Engineering Technologies
- Level 3 Engineering Technician Apprenticeship
- Level 4 Engineering Manufacturing Technician Apprenticeship
- Short course in electronic engineering



Why choose engineering?

Sunny Bamra, Curriculum Transformation Officer at Chelmsford College, said:



"Engineers are the drivers of modern life. They research, design, build and maintain the infrastructures around us.

"From roads and cars to ships and planes, the engineering sector puts the laws of science and technology into practice.

"Engineers can be found across a variety of organisations. This includes large construction and manufacturing firms to small consultancies in fields such as agriculture and software.

"There are so many variations of engineering and the list is constantly growing! Do you love dreaming up grand plans that will shape the future? Perhaps you prefer making a difference to the small but essential factors that influence our daily lives.

"Would you like to be a marine engineer and spend days, weeks or months travelling around the world? Or would you prefer to be a software engineer with a fixed location?

"Whatever your answer, it's important that you align your choices with your interests, skills and experience."



Explore engineering opportunities

Visit the [Chelmsford College website](https://www.chelmsfordcollege.ac.uk) for their full list of courses and learning opportunities.



Are maths skills holding you back? Multiply is here to help

Multiply is a free programme helping those over 19 to improve their maths skills.

With a range of courses and sessions across Essex, Multiply can help you:

- manage your money and cope with cost of living concerns
- increase your confidence with numbers
- enhance skills for work and business
- support children with schoolwork

And that's not all! Starting this Autumn, you can also gain formal maths qualifications! Available at all levels up to GCSE, these new qualifications can help boost your confidence, open new career opportunities and progress at work.

If you're not yet ready for a qualification, or just want to top up your knowledge, our providers will continue to offer bite-sized modules to enhance your skills.

Jenny Ibarra

A Multiply learner in Basildon

Jenny grew up in Spain and has lived in Basildon for the past six years. She signed up to a Multiply course to learn new budgeting techniques:

"At school I was terrible at maths. It didn't connect with me and it was so boring!

"I was a little frightened to start Multiply; however, I kept an open mind and wanted to see how it could save me money.

"I loved it! It was about learning how to use numbers without the maths. I'm a visual learner and I found the Multiply course a very natural way to learn."

Kersti Harding

A Multiply tutor in Wickford

Kersti moved from South Africa to the UK in 1999 and became a beauty trainer at Debut Academy in Wickford. Debut Academy is now a Multiply partner, helping students to improve their maths skills to develop their careers in the industry.

"It's refreshing to see funding for those aged 19 or older. Adults who want to be self-employed realise that good maths skills are essential for working out profits and loss, understanding room sizes needed for specific equipment and figuring out ratios for different mixes.

"We don't call it maths. We call it 'Business Planning', as that's what our learners relate to. At the end of the day, they all want to earn a decent wage and attract customers, and confidence with maths helps them to achieve these goals."



Find a learning opportunity near you

Are you ready to boost your confidence, unlock your potential and even achieve new qualifications? Find a Multiply course near you via the [Essex Opportunities Portal](https://www.essexopportunities.co.uk).

MULTIPLY



Embracing digital inclusion

What is digital exclusion?

Those who are digitally excluded lack “the ability to interact with the online world fully, when, where and how (you) need to.” – Digital Poverty Alliance.

Around 1 in 20 UK households still can't access the internet. In addition, around 10 million adults lack basic digital skills.

Limited internet use and access can impact financial wellbeing. In fact, those who don't frequently use the internet are four times more likely to be from a low-income household than those who use it extensively.

Digital Essex

The Digital Essex Team is working to tackle digital exclusion! They want to help Essex residents to:

- **access the online world**
- **adopt essential digital skills**
- **find affordable internet solutions**

Digital Essex has recently launched an interactive map to support you in getting online. The map includes information on:

- **free digital skills courses**
- **free SIM cards**
- **vouchers from National Databank hubs**
- **free WiFi**
- **public network computers**



Find out more on the **Digital Essex website**.



Employment support from Open Road

Open Road is an Essex charity with over 30 years' experience of empowering individuals and families to overcome addiction.

Since launching its employment team in 2021, they have worked to:

- get people into paid employment
- find job opportunities consistent with people's preferences
- provide ongoing, personalised support for individuals and their employers, which helps employees to keep their jobs even at challenging times

Open Road has helped individuals into roles in care, retail, construction and more.



Help and guidance for employers

Open Road candidates can add great value and talent to your organisation! They work with organisations across a range of sectors. They even have a Job Coach who can provide individualised support to get individuals into work.



If you, or someone you know, would benefit from support, contact Matthew Gauden:
matthew.gauden@openroad.org.uk

Get in touch. Email matthew.gauden@openroad.org.uk | Visit the **Open Road website**.



Creating green jobs at Freeport East

Over the next 10 years, Freeport East will create 13,500 new jobs in Essex and Suffolk.

Freeport East will provide high-skilled, high-paying jobs. These will arise in industries such as clean energy, logistics and digital technology.

Wondering what Freeport East is and what opportunities it offers? Keep reading to find out more!



What is Freeport East?

Freeports have been set up by the Government. There are 12 in total across the UK. They aim to support trade, boost economic activity and attract business and investment.

Freeport East has three new business zones in Felixstowe, Harwich and Stowmarket. New infrastructure and building work will be concentrated in these zones.

The entirety of Freeport East, however, covers a much larger area across Suffolk and Essex. It extends from the ports of Felixstowe and Harwich down through Clacton and Jaywick. It also includes parts of Colchester, Sudbury, Stowmarket and Woodbridge.

It is located within the **East of England Green Energy Cluster**. This network will provide opportunities to work on new low-carbon projects.

There are two major ports within Freeport East:

- Felixstowe — Britain’s busiest container port
- Harwich — a historic maritime centre, with strong links to Europe and the offshore wind industry

Freeport East is also home to Gateway 14. Based in Stowmarket, this is the region’s largest business, innovation and logistics park.

**FREEPORT
EAST**

**Felixstowe
Gateway 14
Harwich**

Creating new opportunities by attracting global business

Freeport East will attract international investment and create green jobs. The East of England is already recognised as leading offshore wind hub. It is also expected to be a future leader in the production of green hydrogen.

What does that mean for you?

Freeport East will open huge opportunities for young people looking to start a career in the green energy sector. It will give you the chance to work with new technologies and get involved in ground-breaking research and development.

You could secure a role on one of Freeport East’s three development sites in Felixstowe, Harwich or Stowmarket. These sites will offer incentives to businesses to encourage them to relocate to the area. Organisations are expected to bring new and exciting job opportunities for local residents.

There is already a great deal of activity underway:

- British homeware retailer, The Range, is creating 1,650 jobs at Gateway 14, which will also feature a new Skills & Innovation Centre.
- A Harwich engineering company has already expanded into one of the new business zones. It now exports half of its manufactured products to Europe.
- ScottishPower and other energy firms are looking to deliver new cleaner fuels within the area.
- An Australian start-up, Rux Energy, is using Freeport East as its UK base. It is working to develop nanomaterials for storing and transporting green hydrogen.

Supporting young people’s career paths

With all of this activity comes a range of opportunities for the local economy. But it is essential that these opportunities are extended to parts of the region that haven’t benefitted before.

That’s where Freeport East steps in! It is providing an initial £800k of financial support to boost business growth and enhance local skills.

The Freeport East Clean Growth Fund will help small to medium-sized enterprises (SMEs) to grow. It will enhance the clean energy, logistics and digital sectors in the region.

The Freeport East Innovation and Skills Fund will help to build a local green energy workforce. Funds can be used on training facilities including innovation centres, universities and colleges.

Steve Beel, Chief Executive of Freeport East, explains: “The East of England is a thriving green region. We need to make sure that our harder-to-reach communities can access these opportunities.

“We want to inspire young people and highlight opportunities in the area. Our new funding will promote change and drive business growth, which, in turn, creates jobs for young people in the area.”

Visit the **Freeport East website** to:

- discuss school, college or university visits
- learn more about Freeport East from a member of the team



Do you fit the bill? Join Essex Police!

Do you want to keep people safe, protect victims and catch criminals?

Essex Police currently has a record number of officers; they are getting bigger, better and stronger. But they don't want to stop there! They are looking for people who want to start their career, change jobs or transfer from another force to join their growing team.

Working at Essex Police

Whether you want to be a detective, work in roads policing, be part of a marine unit or a local policing team, there is something for everyone.

Essex Police understands that being a police officer might not be the role for you. They also have a team of staff and volunteers, who play a huge role in everything they do.

Staff roles offer flexible and part-time working options and are open to all ages, backgrounds and qualifications. Essex Police values people's differences and are looking for people who can represent their communities to join the team.

Starting a career at Essex Police

There is a variety of different pathways to help you find the right role. These include:

- Initial Policing Learning and Development Programme (no additional study required)
- Police Constable Degree Apprenticeship, which gives you the chance to study for a policing degree alongside a full-time job and wage
- Investigate First - a two-year programme for budding detectives
- Degree Holder Apprenticeship - a two-year course to help you achieve a Policing Diploma alongside a full-time salary



If you think you could protect and serve the people of Essex, either as a police officer, member of staff or volunteer, why not see if you **#FitTheBill?**

Visit the [Essex Police careers webpage](#) to find out more.

What do you know about Essex?



The Essex population is growing and is projected to grow by over 56,000 over the next five years.

Between June 2022 and June 2023 there were **256,189 vacancies across Essex**. **Chelmsford** had the **highest number of vacancies**, followed by Colchester and Basildon.

The top-posted occupations in Essex during this period were: **registered nurse, office/administration assistant and home health aide**. The skills sought included communications, customer service, management and planning.



Essex is home to 1.8 million people, 60% of whom are aged 16 to 64.

In terms of projected growth, the **construction, transport, health and social work** and **wholesale/retail** sectors are set to **see the most growth**.



There are nearly 67,000 businesses in Essex and 99% of these are SMEs (small to medium-sized enterprises), employing fewer than 250 people each.



There are 727,000 jobs in Essex, projected to increase to 745,000 by 2026.

In terms of jobs, the **largest sectors of employment in Essex** are **wholesale and retail, health and social care, construction, education and transportation** and **insurance**.

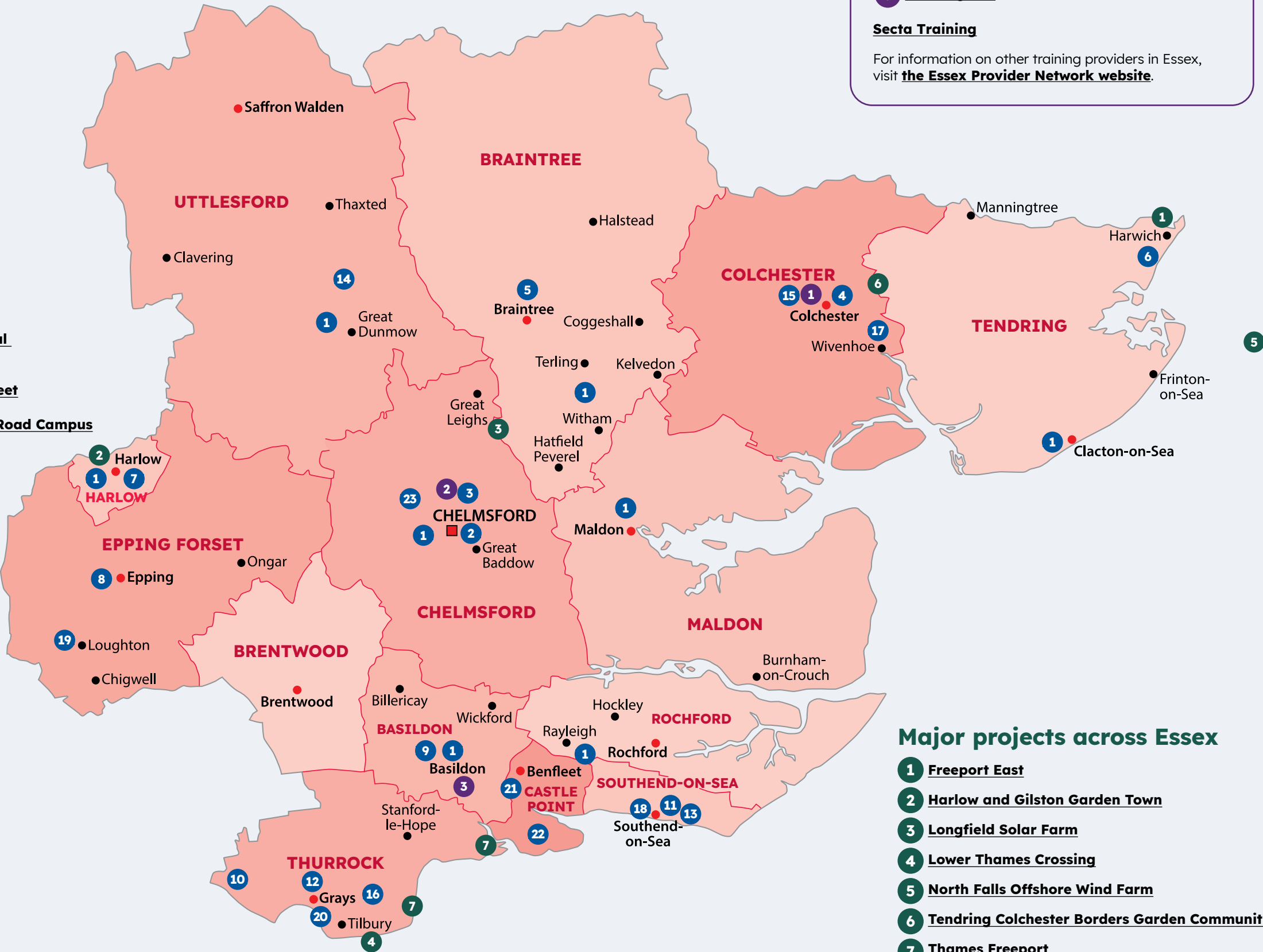
Those offering the **highest wages** are: **aviation, transport and logistics, health and social care and engineering**. These sectors bring the **most GVA (Gross Value Added)** to Essex along with manufacturing.

Source: Official Labour Market Statistics (ONS) and Lightcast Analyst | Figures include Southend and Thurrock

Finding your way in Essex

Essex schools, colleges, universities and training providers

- 1 ACL Essex – Adult education and apprenticeships
- 2 Anglia Ruskin University
- 3 Chelmsford College
- 4 Colchester Institute – Colchester Campus
- 5 Colchester Institute – Braintree Campus
- 6 Colchester Institute – Harwich Energy Skills Centre
- 7 Harlow College
Harlow College – South East Institute of Technology (Harlow College campus)
- 8 New City College – Epping Forest Campus
- 9 South Essex College – Basildon Campus – Centre for Digital Technologies and Luckyn Lane Campus
- 10 South Essex College – High House Production Park – Purfleet
- 11 South Essex College – Southend Campus and Stephenson Road Campus
- 12 South Essex College – Thurrock Campus
- 13 Southend Adult Community College
- 14 Stansted Airport College (part of Harlow College)
- 15 The Sixth Form College Colchester
- 16 Thurrock Adult Community College
- 17 University of Essex – Colchester Campus
- 18 University of Essex – Southend Campus
- 19 University of Essex – Loughton Campus
- 20 USP College – Palmer’s Campus
- 21 USP College – Seevic Campus
- 22 XTEND Digital Campus
- 23 Writtle University College



Other training providers in Essex

- 1 BuildSkill
- 2 First Intuition
- 3 Training 360

Secta Training

For information on other training providers in Essex, visit [the Essex Provider Network website](#).

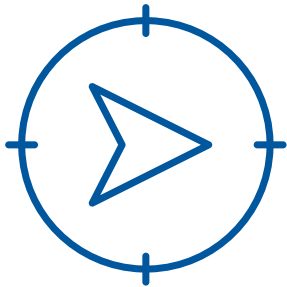
Major projects across Essex

- 1 Freeport East
- 2 Harlow and Gilston Garden Town
- 3 Longfield Solar Farm
- 4 Lower Thames Crossing
- 5 North Falls Offshore Wind Farm
- 6 Tendring Colchester Borders Garden Community
- 7 Thames Freeport

For more information on further education in Essex, visit the [FEDEC website](#).



Regional focus Mid-Essex



Mid-Essex is a diverse mix of both urban and rural areas. It has a population of 402,900 residents.

The region is known for its well-established employment sectors. These include healthcare, retail and hospitality, which offer a variety of exciting opportunities.

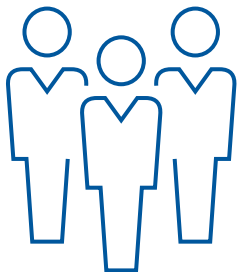
The city of Chelmsford forms part of mid-Essex. As the birthplace of radio, the city has an excellent reputation for its thriving engineering sector.

Chelmsford is also home to Anglian Ruskin University. The university is renowned for its world-leading research across a range of subjects.

Located on the Blackwater Estuary, Maldon has a fascinating history that centres around the water. It is best-known as the home of Maldon Sea Salt. Maldon's port also has a heritage stretching back thousands of years.

Braintree, meanwhile, is known for its medieval history. This is best showcased by the barns of Cressing Temple and the impressive Hedingham Castle.

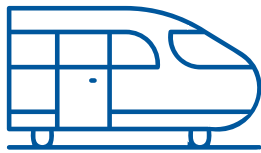
DID YOU KNOW?



Mid-Essex has a population of **402,900 residents**. 229,700 of these are of a working age.

73,499 job vacancies were posted in the area between June 2022 and June 2023. These came from **5,025 employers**.

The organisations with the highest number of employees are the **NHS**, **Essex County Council** and **Anglia Ruskin University**.



Beaulieu Park Train Station is expected to open in **Chelmsford** in **2025**. The station will act as a transport hub alongside a new bus interchange and cycle parking facilities.

Source: Official Labour Market Statistics (ONS) and Lightcast Analyst

Teledyne e2v



Teledyne e2v is a trailblazer in advanced technology. They also have a deep-rooted history in Chelmsford.

They have been manufacturing equipment since the 1940s and remain committed to technological achievements to this day.

Teledyne e2v is well-connected to its local community. The organisation actively supports education and skills development. They seek to nurture the next generation of technicians, scientists and engineers, and secure Chelmsford as an innovation hub.

Ground-breaking medical developments

Teledyne e2v, Radio Frequency (RF) Power is a worldwide leader in RF and microwave products. They are responsible for designing, developing and manufacturing this technology.

These products have many different applications, including cancer treatment. They are currently used in more than 90% of the world's radiotherapy systems.

Want to be part of this world-changing technology? The RF Power division is always seeking engineers, manufacturing operatives, skilled professionals and more!

Technology that's out of this world

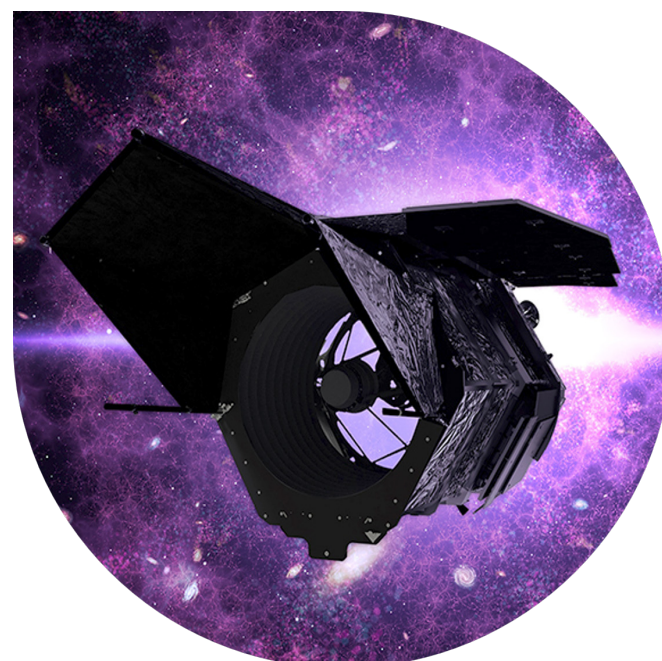
Teledyne e2v Space Imaging devices have spent nearly 3,000 years in space. They are developed by teams of researchers and specialists. These professionals collaborate with organisations such as the European Space Agency (ESA) and National Aeronautics and Space Administration (NASA).

Two key Teledyne e2v Space Imaging devices are:

- the Complementary Metal-Oxide Semiconductor (CMOS)
- the Charge Coupled Device (CCD)

These technologies are used for space exploration, earth observation, ground astronomy and scientific research.

To work with these Space Imaging devices, you will need to have an interest in electronic or technical engineering. You might need specific qualifications, such as a Higher National Certificate (HNC) or Higher National Diploma (HND). You may also wish to consider a degree in a Science, Technology, Engineering or Maths (STEM) subject.



Launch your career at Teledyne e2v

Want to work with a diverse and passionate team? Dreaming of being at the forefront of technology? A career at Teledyne e2v could be perfect for you!

Teledyne e2v welcomes applicants from all backgrounds. There are a range of roles on offer, including:

- entry-level manufacturing operatives
- engineering experts
- a variety of business functions

Employees can take advantage of a comprehensive package of benefits. You can expect competitive pay, generous annual leave, recognition schemes and more. You will also be able to access life assurance, pensions and health and wellbeing support.

The organisation has an award-winning apprenticeship scheme, which has been running for over 50 years. The scheme offers hands-on experience while you expand your knowledge. You could work across a range of functions, including engineering, business, facilities and finance. You will achieve recognised qualifications and can work towards a degree.

Teledyne e2v also offers work experience in Chelmsford. This gives young people a taste of life at Teledyne and the variety of career paths on offer.

Join us on the cutting edge of innovation and brighten your future!

Meet the team

Susan Eves Space Imaging Technician

"I started working in the Space Imaging division at Teledyne in 2016. Previous to this, I had never worked in a highly technical environment."

"When I started, one of my key responsibilities involved ensuring the environment was cleaned to an extremely high standard. This meant using a single-haired brush to clean devices!"

"I admire Teledyne's ethos of protecting people and the planet. With my recent promotion to Technician, I can't wait to see the opportunities that lie ahead!"

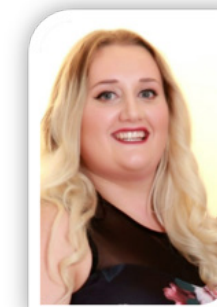


Louise Marder Environment, Health & Safety Advisor

"My career at Teledyne began in 2015, when I started working in operations. I quickly progressed to Shift Production Manager and then moved into Environmental, Health & Safety (EHS). There, I trained to become an EHS advisor."

"I have just started my NVQ Level 6 Diploma in Occupational Health and Safety Practice. This has enabled me to learn, grow and achieve my goals alongside the business' ambitions."

"My career path is testament to what you could achieve at Teledyne e2v. All you need is dedication and perseverance to succeed!"



Nicholas Faulks Vice President of RF Power Operations

"I joined Teledyne as an apprentice in 2009 after finishing my GCSEs. Upon completion of my apprenticeship, I took a role in our Production Engineering team. I was mostly focussed on medical devices, which gave me a fantastic overview of our life-saving technology."

"I was recently selected as one of 20 Teledyne employees to embark on a Leadership Development Programme. I am now Vice President of Operations in our RF Power Business and lead the Manufacturing, Engineering and Supply Chain teams."

"There are lots of things I love about Teledyne e2v, but the technology probably takes the top spot! Everyone recognises the impact we have on the world and the city of Chelmsford."



TELEDYNE
Teledyne e2v

Visit the [Teledyne e2v website](#) to find a career for you.

Empower your future with Chelmsford College

Chelmsford College offers a variety of programmes, pathways and courses.



From full-time learning to commercial and part-time adult courses, there is something for everyone. The college has even launched **T Level qualifications!**

Chelmsford College always puts the students at the heart of its offer.

- Courses meet the needs of local businesses so that students are prepared for their chosen careers.
- Students can access high-quality work experience and industry placements with major local organisations. These include Mid and South Essex NHS Foundation Trust, Essex County Council and Billericay Town FC.
- It is a WorldSkills Centre of Excellence, ensuring students develop their technical skills and mindset.
- Every student receives a personal development programme alongside their academic endeavours.
- It provides enrichment opportunities covering a diverse range of exciting extracurricular activities.



To learn more about the opportunities and courses available at Chelmsford College, visit their [website](https://www.chelmsford.ac.uk).



A unique learning experience at Writtle University College



Passionate about nature? Dreaming of a career with animals? Writtle University College offers your perfect learning opportunity!

Writtle University College (WUC) is 130 years old. It has a long-standing reputation in agriculture and horticulture.

Today, WUC is an educational leader in a range of courses. These include Animal Science and Management, Veterinary Physiotherapy and a range of health-based courses.

Life on campus couldn't be more idyllic. WUC sits on a stunning 150-hectare estate. It also prides itself on being a small and specialist institution, putting students at the heart of its operations.

Students are always made to feel valued and welcome. In 2022, WUC was ranked as the top East Anglia University-Sector Institution for overall satisfaction. It also landed in the top 12 across the UK!

Writtle courses are created with your future job in mind. You'll achieve a qualification that's relevant to your future employment and gain hands-on experience. By the time you graduate, you'll be able to apply specialist theory to real-life situations.

WUC offers a wide range of specialist teaching facilities. These continue to be developed to improve the student experience. Facilities include:

- an animal centre
- a working farm
- a large equine campus

In 2023, WUC is investing £5.8 million into the Lordship Campus. This will enhance their science laboratories and create a new canine centre.

Visit the **Writtle University College website** to find a course for you.



SECTOR SPOTLIGHT

Creative and digital media



The UK's creative industries are hugely important. They employ almost three million people and contribute more than £80 billion to the country's economy each year. Without creativity, there'd be nothing to watch on TV, Netflix, Prime or any of your other favourite streaming services. In fact, there'd be little to see, do, read or listen to.

What can I do?

Whatever you want to do! The creative industries constantly need new ideas for shows, sounds, apps, games and more. The creators of YouTube, WhatsApp and Instagram dreamed of things that didn't exist before and brought them to life - that could be you!

There are also many existing roles you could step into. As you train, you'll gain the technical skills you'll need to harness your creativity and turn it into something that others can access and enjoy.

You'll also be exposed to new technology and different ways of thinking. With so many opportunities out there, you'll undoubtedly work in a few different roles throughout your career.

Creative skills

Being creative requires imagination, but there are also practical skills you'll need as you build your career. They'll vary depending on what you want to do, for example:

- a camera operator will need to master equipment and understand light.
- an animator will need technical drawing skills and to grasp technical software.
- a game designer will need both creative flair and the ability to code.

Your skills and interest will develop and change overtime, but it's good to start with an idea of the areas that interest you!

Creative careers

Here is just a taste of the entry level jobs available in creative and digital media:

- Production runner
- Broadcast assistant
- Junior designer
- Digital assistant
- Production secretary
- Online community manager

The creative industries are competitive. It's normal to start lower down the ladder and work your way up to more senior roles.

Getting started

Discover apprenticeships, live vacancies and information on training opportunities via:

- [the UK Government's Find an Apprenticeship website](#)
- [Discover Creative Careers](#)
- [Careermap website](#)

Routes into the creative industries include:

- Apprenticeships
- Vocational qualifications/A Levels
- National Diplomas and Certificates
- Higher National Certificates (HNCs) and Diplomas (HNDs)
- Foundation degrees (England and Wales only)
- Bachelor's degrees

The creators of YouTube, WhatsApp and Instagram dreamed of things that didn't exist before and brought them to life - that could be you!

Earn and learn with apprenticeships

There's just one creative and digital media apprenticeship, but you can use it to launch your career in any media sector, including film, TV and music.

If you opt for the Creative & Digital Media Apprenticeship, you'll usually train for between two and four years, depending on your employer and qualification (Advanced or Higher Apprenticeship). As an apprentice, you'll split your time between learning on the job and studying at college.

As an apprentice, you'll be:

- in full-time employment
- earning a salary
- working towards nationally recognised qualifications
- getting the practical experience you need to start your career

The types and job titles of apprenticeships will vary between employers because the work they do is so diverse. The skills you'd need as a digital assistant, for example, will be different to the ones required by a production runner. You'll be able to talk to your employer and learning provider to make sure you're getting the right training for you.



Life as a creative and digital media apprentice

Any audiovisual output you can think of involves a lot of work from a lot of people, whether it's a console game, Hollywood movie or comedy panel show. To help bring these outputs to life, you'll need to be in a broadcast studio, filming on location, preparing animations on your computer or perhaps working in the production offices.

You'll likely be working with a new team and might be required to do physical, basic and time-consuming jobs at first. Showing willing and applying yourself will help to make a good impression and expand your network.

Having connections is essential in the creative industries, so having a good attitude from the start will help you get ahead.

Technology and equipment will be vital to your job. Make the most of your college hours and spare time to master any software or gear you're working with.

Apprenticeships are unique, as you'll get to experience life at college and at work. It's a chance to make new friends and learn how to balance work, life and study. You'll also be earning your own money, which will help you to buy equipment, books and resources, and to enjoy yourself in your spare time!

Levels of apprenticeship

The Creative & Digital Media Apprenticeship is offered at four levels:

- Level 2 (intermediate) - equivalent to GCSEs/Standard Grades
- Level 3 (advanced) - equivalent to A Levels/Highers
- Level 4/5 (higher) - equivalent to a Foundation Degree/Advanced Highers
- Level 6/7 (degree) - equivalent to a Bachelor's or Master's degree

A Level 2 apprenticeship takes a minimum of one year to complete. You can then continue to achieve a Level 3.

Levels 4 and above are designed for those aiming for technical, design or management careers.

T Levels

Apprenticeship not for you? A T Level is equivalent to three A Levels and takes two years to complete, including an industry placement!

You'll spend 80% of your time in the classroom and 20% on a 45-day placement with an employer. This will help you to gain the skills and knowledge you need for future work.

Digital creative T Levels include:

- [Digital Business Services](#)
- [Digital Production, Design and Development](#)
- [Digital Support Services](#)

Boost your digital skills

Want to gain digital skills in your own time at your own pace?

There are many organisations in Essex that can help you to improve your digital skills:

- ACL Essex offers [Let's Get Digital courses](#) for all ages
- Essex Libraries run free [courses to help improve digital skills](#)
- Age UK's [Digital Champion Programme](#) provides digital skills support for older people
- [The Essex Opportunities Portal](#) lists digital courses across the county



What is the T in T Levels?

The 'T' in T levels stands for 'technical'! This new qualification combines classroom learning with live workplace experience.

About T Levels

- You'll study and work for two years.
- You'll complete them after GCSEs
- They're equivalent to three A Levels.
- They include 45 hours of work placements across their duration.
- They contribute towards UCAS points to access higher education.
- You can undertake a one-year transition programme if you're not quite ready for T Levels.

Why choose T Levels?

Apprenticeships are great for those who are clear about their career path. If you want to explore different sectors and opportunities, T Levels might be more suitable.

After T Levels, you'll be ready for the workplace, but that's not your only option! You can also continue to higher education, including university and higher apprenticeships.

T-LEVELS

Find out more

Contact your local college to find out what T Levels they offer.
Visit the **UK Government T Level website** to learn more about the qualification.

What subjects can I choose from?

T Level opportunities already exist in:

- Agriculture
- Business
- Construction
- Digital
- Engineering
- Education and early years
- Health
- Science
- Legal
- Finance

From September 2024 onwards,
you can also choose:

- **Animal care**
- **Catering**
- **Craft**
- **Hairdressing and beauty**
- **Media**

T Levels: The new qualification on the block

We're celebrating a successful first year in placement for our Management & Administration T Level students!



But wait, what are T Levels?

First introduced in 2020, a T Level is the equivalent to three A Levels. The qualifications are open to 16 to 19-year-olds and include 45 days' worth of unpaid work placements.

T Levels offer a new pathway, offering invaluable work experience to help young people:

- learn new skills
- gain experience the workplace
- engage in a learning style that suits them

What's been going on at Essex County Council?

Our Business Support Team has hosted eight T Level students from South Essex College, offering them work placements for their Management and Business T Level.

The students have finished their first placement year, with many securing temporary work within Business Support over the summer holidays.

Business Support are looking forward to welcoming a further four students in Autumn 2023.

Since starting their placements in October 2022, T Level students have:

- gained a sound understanding of the office environment
- learned about workplace communication
- engaged in sessions to improve their technological skills
- undertaken mental health awareness training

Feedback from T Level student – Sophie Moore

I started my placement with Essex County Council in October 2022. I received a warm welcome and quickly realised how supportive everyone was.

The flexibility of the placement prevented me from feeling overwhelmed. In the lead-up to my exams, for example, I was offered revision days instead of placement days.

The mentors have gone above and beyond to support me. They have encouraged me to be ambitious and invested time and effort in upskilling me.

The skills I've gained from my first placement year have set me up for life. They'll really help my CV to stand out from the crowd.

I have also benefited from a summer placement as a Business Support Assistant. I can't wait to use and further develop my skills throughout my second year!

What's next?

The Management & Administration placements have been so successful that the Entry to Work Team will be expanding their offer later this year!

2022 saw us place eight students in one area. From November 2023, we'll be placing at least 18 students across five different teams!

For the latest Entry to Work updates and vacancies, visit the **Working for Essex website**.

YOUTH SERVICE

Youth Service Employability and Skills Team

Are you aged 16 to 18? Discover support with your next steps!

Did you know that Essex County Council's Youth Service has a careers service for young people aged 16 to 18 who aren't in formal education, employment or training?

The Youth Service's experienced and friendly advisers are here for you. They can help you research your options, understand qualifications and make sure you have all the information you need to feel confident about your post-16 plans. The advisers can support you into:

- college
- apprenticeships
- training opportunities
- foundation learning programmes, including English and Maths
- jobs
- volunteering

The Youth Service's professional career information, advice, and guidance services include:

- CV and letter writing
- application forms
- personal marketing techniques
- interview techniques
- extension to child benefit claims
- vacancies and training opportunities
- introductions to training providers and referral into study programs

Get in touch!

If you are unemployed and not in school, college or approved training, get in touch with the Youth Service for impartial advice on your next opportunity.

Call: **0800 707 6384**

Email the team: keepincontactteam@essex.gov.uk

Visit [the Youth Service website](https://www.essexopportunities.co.uk) for more information support and opportunities in your area.



Thinking about transport when making job decisions

Transport plays a significant role when deciding your future job location. This includes face-to-face interviews and going to a specific base for work.

When making decisions, you may wish to consider accessibility, commute time, public transport and any impacts on your health.

Accessibility

The availability and reliability of transport are important factors when making job decisions. They can greatly impact your chances of success, as well as your mental health.

Remember to investigate your specific needs before committing to a role.

Commute time

Long and stressful commutes can impact your work-life balance. They might affect your health and energy levels, as well as your ability to perform at work.

To avoid additional stress, you may wish to consider locations closer to home. It's also worth exploring different routes and modes of transport.

Public transport

Before making any decisions, be sure to check all your transport options. Accepting a role in an area with reliable public transport can make your life easier.

Essex has a fantastic network of bus and rail options. There are also plenty of safe cycling and walking routes. You can find out more on the [Essex Highways website](#).

If you plan to drive to work, remember to consider the impact of rush hour on your journey time.

Mental health

A lack of reliable and affordable transport could impact your mental health. Spending a long time away from friends and family could also affect your relationships.

Evaluating all your options will help you to feel more relaxed about your next steps. Finding the right role in the right location could also help you to be more open-minded about development opportunities.

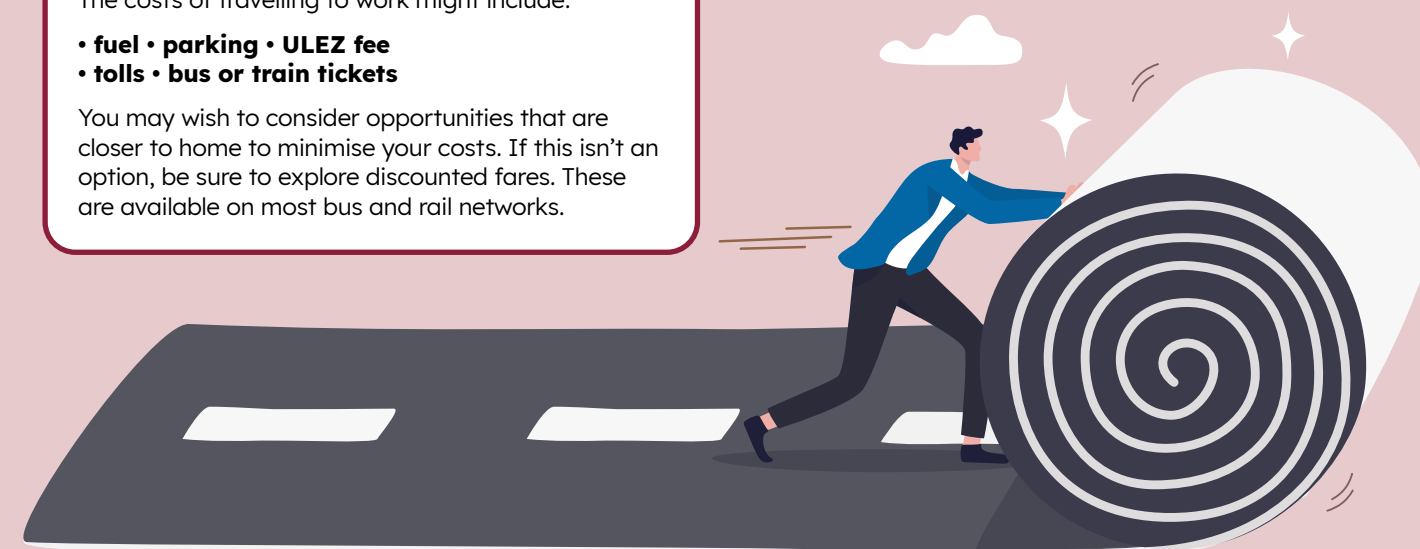
Are you concerned about your mental health, or the wellbeing of someone you know? You can find help and support on the [Essex County Council website](#).

Costs

The costs of travelling to work might include:

- fuel • parking • ULEZ fee
- tolls • bus or train tickets

You may wish to consider opportunities that are closer to home to minimise your costs. If this isn't an option, be sure to explore discounted fares. These are available on most bus and rail networks.



Leading the way in green skills for a sustainable future

Green Skills play a vital role in achieving net zero targets and Colchester Institute is ready to meet the challenge. In fact, two in five of their students and apprentices are already on a course that will support the green jobs of tomorrow!

Declaring a climate emergency in October 2021, the college has begun a £5m decarbonisation project. This includes the installation of new heat pumps, windows and insulation.

Colchester Institute also has a dedicated 50-point plan for energy reduction and sustainability. Part of this plan involves embedding carbon literacy into every course. This helps to equip learners with the tools to create a sustainable future.

The college is also a leader in delivering green skills. It works closely with local employers to understand their needs and prepare students for future opportunities.

The green economy is constantly evolving. That's why Colchester Institute is exploring new green programmes. These will include:

- environmental sustainability
- carbon reduction
- hybrid/electrical vehicle maintenance

Colchester Institute is also closely monitoring other sectors. It understands there will be new green jobs in energy, power, construction, transport and more!

Ambitious projects are already lined up to meet future needs. This includes plans for Net Zero, Green Energy Skills and Sustainable Construction centres. New facilities will offer training in:

- domestic renewables
- clean energy engineering
- retrofit technologies

Colchester Institute is also planning to expand its Energy Skills Centre in Harwich. This will provide extra workshops and training facilities. These will support new training requirements for employers at **Freeport East**. Skills and subjects will include offshore wind, electronic engineering, manufacturing and more.



Discover green skills opportunities on the [Colchester Institute website](https://www.colchesterinstitute.ac.uk).

To demonstrate its commitment, Colchester Institute has recently signed the **Essex Green Skills Pledge**. This invites local employers to commit to up to eight activities. Each will accelerate green skills delivery for a net-zero Essex.

"We firmly believe that investing in green skills is crucial for both the environment and the future success of our students," says Alison Andreas, Principal and Chief Executive at Colchester Institute. "By prioritising environmental sustainability and offering comprehensive training in green skills, we are empowering our students to become leaders in the green economy."

Exclusive resources to help schools transition to net zero

There are many small changes your school can make to help tackle climate change.

Essex County Council has developed the Schools' Advice Pack, which provides advice on how local schools can help Essex to achieve its net-zero goals.

From teaching and learning resources to energy saving advice, you'll find tons of tips for embedding sustainability at school.

Download the Schools' Advice Pack on the [Essex Climate Action Commission website](https://www.essexclimateactioncommission.co.uk).



Every job will need to be a green job

Let's Go Zero calls on the UK government to support schools, colleges and nurseries to reach zero carbon by 2030.

The national campaign has a series of policy asks which can help schools to become more sustainable. One of these asks is for sustainability to be embedded into careers guidance by 2025.

What are green skills?

Building a net-zero economy will require new skills.

For the construction industry we need people to make homes and buildings more energy efficient by:

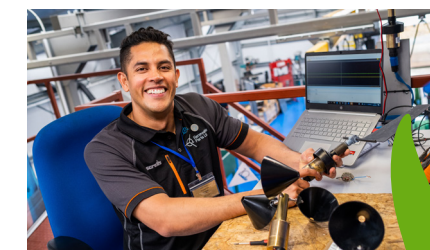
- installing roof and wall insulation
- embedding new energy efficient systems
- adding renewable energy sources, such as solar panels and heat pumps

But it's not all about your traditional green jobs. Sustainability skills are going to be required across all sectors and careers to move towards a net-zero future.

Hairdressers, for example, will need to learn to work with eco-friendly products and prevent water wastage. Meanwhile, HR professionals will need to introduce new travel and printing policies to reduce energy consumption.



Visit the [Let's Go Zero website](https://www.lets-go-zero.co.uk) to find out more about green skills, jobs and career guidance.



Current green jobs

Essex Wildlife Trust

Essex's largest charity for the protection of wildlife and nature.

Whether you want to work outside or at a desk, Essex Wildlife Trust has a role for you. Jobs include educating children, training teachers and planting trees.

You'll also need transferable skills, such as:

- communication
- teamwork
- problem solving

Find a role for you on the [Essex Wildlife Trust website](https://www.essexwildlifetrust.org.uk).

Renewable Parts

This organisation refurbishes wind turbine parts so that they can be reused or repaired. They have already prevented 200 tonnes of scrap from ending up in landfill!

Renewable Parts needs skills such as:

- electrical engineering
- problem solving
- attention to detail
- computing

These skills are needed at windfarms across the UK, including those in Essex.

Find out more on the [Renewable Parts website](https://www.renewableparts.co.uk).

Vector Sets

Vector Sets is an award-winning TV and film company. They have developed a sustainable method for creating film and TV sets. Their sets:

- are 100% recyclable
- have up to 90% lower carbon impact than traditional wooden sets
- are lighter than traditional sets

To work at Vector Sets, you'll need fine art or graphic design skills, as well as a creative flair.

Find out more on the [Vector Sets website](https://www.vectorsets.co.uk).

How to write a great UCAS personal statement

The personal statement is a key part of the UCAS application to university. The reader will already know about your grades and UCAS points. The personal statement is all about you, so make it shine!

What do I need to write about?

You'll need to show the university or college why you're a suitable applicant. You should also explain why you're interested in the subject. You want to match course requirements, so be sure to read up on these before you start writing.

"Be specific from line one."

Include your career goals and identify relevant skills, experience or awards.

Show you're passionate about the subject. Demonstrate you've engaged with it outside of the classroom. This might include work experience or attending relevant events.

You could include your hobbies to help you stand out. Just make sure these are relevant in some way.

Make sure to include a summary and conclusion. Quickly revisit key points and discuss how you'd be a credit to the university.



Further information

The **UCAS website** has lots of helpful tools. You'll find guidance on applying for a range of higher education courses, including degree apprenticeships.

The University of Essex also offers personal statement guidance. Visit their **website** for lots of tips, including their free Personal Statement Writing Guide.

Top tips

Sometimes it can be difficult to know how to start. The **UCAS personal statement builder** could help. As well as helping to structure your statement, it will tell you how many characters you have used. This will flag when you're close to exceeding the 4,000 character limit.

Do not to mention a specific course or a university's name

You'll only create one UCAS personal statement. This will be read by all of your chosen universities and courses.

Don't copy or buy a personal statement

Wondering if buying or copying a personal statement will save you the stress? It won't!

UCAS says: "Any similarity greater than 30% will be flagged and we'll inform the universities and colleges to which you have applied."

This could hinder your chances of being accepted at your chosen university.

Don't be tempted to use an AI tool

Using these tools could be considered as cheating. UCAS uses anti-plagiarism software which could flag your personal statement.

Proofread

A personal statement without grammar or spelling mistakes will help you to make a strong first impression. So proofread and proofread again.

Read it aloud. You will be surprised that text reads differently than you intended.

Ask a family member or friend to read through your personal statement. You could also ask a tutor or teacher for guidance.

Don't leave it to the last minute

Writing a strong personal statement takes time. You need to make sure you include all the relevant information you possibly can. You should also allow time for others to provide feedback.

Tips for a successful CV

Whether it's your first or tenth CV, writing one from scratch can be daunting. We've pulled together some tips to help you get started.

What is a CV?

A well-written CV is your chance to sell yourself and stand out from the crowd. You'll talk about academic qualifications, work experience and skills. This will help to demonstrate why you're the best person for the role.

Before starting...

Read the job description carefully so you understand what the employer is looking for. Consider how your academic and work experience relates to the skills they're seeking. You might want to write a list matching your skills, qualifications and experience against the job requirements.

Take time to research the organisation. Explore their website and see how they position themselves on social media and in the news. You might find more information that can help you tailor your CV.

The essentials

Contact details

You should include your full name and contact details (phone number and/or email address). You don't need to include your date of birth or image unless stated on the job description.

An increasing number of employers are asking applicants to redact their CV. This involves removing any personal details to help make the application process as fair as possible. The job description will state whether you need to anonymise your CV.

Personal profile

One of the most important sections of any CV is your opening paragraph. This is your chance to tell the employer about yourself and why you're interested in the role. Keep this section brief and try to grab the employer's attention!

Work experience

For each role you've held, include the company name, job title and the dates of employment. You should outline your responsibilities and achievements, including how they relate to the role you're applying for.

Education/qualifications

List your education and other qualifications from most recent to oldest. Include the course title, years of study and grades achieved.

If you are applying for a technical role, dedicate a section listing your relevant skills and/or qualifications.

Hobbies/interests

Listing your hobbies and interests is optional. You should only include them if they're relevant to the role. Be clear on how they have helped you to gain the skills you'd need for the job.

CV top tips

- Keep it short (maximum two A4 pages).
- Make sure the font is easy to read.
- Use clear headings.
- Proofread! Double check spelling and grammar.
- Make sure your social media profiles are appropriate or set to private.
- Make sure the file name of your CV is clear, such as 'Your Name_CV'.
- Do not use acronyms or jargon.
- Be honest - embellishing is fine, but lying is not.
- Personalise your CV for every application.



Did you know you can register your CV with **Careermap?**

Their CV Library is seen by hundreds of employers every day. While you're looking for a job, they may be looking for you!

It's important that your CV creates a great first impression, but don't be tempted to cram in everything you have ever done! Recruiters may be reading hundreds of CVs, so try to be succinct and only include relevant information.

Dates for your diary

5:00pm to 7:00pm
Thursday 2 November 2023

SEC Centre for Digital Technologies Open Event

Find out more on the [South Essex College website](#).

Centre for Digital Technologies, College Way,
Basildon, SS14 1DF

10:00am to 3:00pm
Saturday 4 November 2023

Colchester Institute Braintree Campus Autumn Open Event

Register via the [Colchester Institute website](#).

Colchester Institute, Church Ln, Braintree, CM7 5SN

5:00pm to 7:00pm
Wednesday 8 November 2023

South Essex College Stephenson Road Campus Open Event

Find out more on the [South Essex College website](#).

South Essex, College Stephenson Road,
Southend-on-Sea, SS9 5LY

4:30pm to 7:00pm
Thursday 9 November 2023

Anglia Ruskin University Postgraduate Open Evening

Book your place on the [ARU website](#).

Anglia Ruskin University, Bishop Hall Lane,
Chelmsford, CM1 1SQ

Are you planning a careers, education or training event?

Email essex.careers.magazine@essex.gov.uk and we'll add it to our next edition.

5:00pm to 7:00pm
Thursday 16 November 2023

South Essex College Southend Campus Open Event

Find out more on the [South Essex College website](#).

South Essex College, Luker Road,
Southend-on-Sea, SS1 1ND

10:00am to 12:00pm
Saturday 25 November 2023

High House Production Park Open Event

Register your interest on the [South Essex College website](#).

High House Production Park, Vellacott Close,
Purfleet, RM19 1RJ

5:00pm to 7:00pm
Thursday 30 November 2023

South Essex College Luckyn Lane Campus Open Event

Find out more on the [South Essex College website](#).

South Essex, Luckyn Lane, Basildon, SS14 3AY

All week
Monday 4 December to Friday 8 December 2023

National University Week

View upcoming events on the [National University Week website](#).

Online

Useful contacts

Essex-wide

[Essex Opportunities Portal](#)

[Essex Library Service website](#)

[Mid and South Essex Integrated Care System](#)

Across Essex

Into University

Clacton-based support for young people from disadvantaged backgrounds to help them pursue their career and education interests.

Health services

Access to Work web page

Support for those with a disability or health condition.

NHS - Every Mind Matters

Careers support services

[Greater Essex Careers Hub website](#)

[Make Happen website](#)

[National Careers Service website](#)

Voluntary work

[Government support for volunteering](#)

[NHS volunteering opportunities](#)

[National Citizens Service for 16 to 17 year olds](#)

[National Careers Service](#)

Are we missing anything?

If you know of other local support, let us know and we'll include it in future editions:

essex.careers.magazine@essex.gov.uk

Long-term unemployed support

[Reed Restart](#)

Special Educational Needs and Disabilities

[Essex SEND Local Offer website](#)

[Essex SEND Information, Advice and Support Services](#)

[Papworth Trust](#)

[Sense Charity](#)

[National Development Team for Inclusion](#)

[British Association for Supported Employment](#)

[Greater Essex Careers Hub SEND web page](#)

Talentino

SEND careers programme for special and mainstream schools and colleges.

Government-based support

[Government 'Find a Job' website](#)

[National Careers Services - explore your choices](#)

[Skills for Life campaign](#)

[Skills Bootcamp web page](#)

[National Careers Service skills assessment web page](#)

Apprenticeships

[Government apprenticeship search](#)

We want to hear from you!

Take our quick survey to let us know what you liked in this issue and what you'd like to see in future editions.



Scan me!

Or email us at

essex.careers.magazine@essex.gov.uk