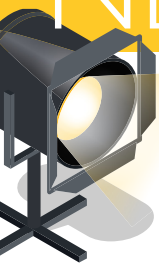


CAREERS NEWSLETTER



SPOTLIGHT ON ... FINANCE OFFICER

Finance officers help to manage the finances of an organisation by keeping track of its income and controlling its spending.

The workforce is projected to contract by -4% over the period to 2027, losing 1,700 jobs. However, in the same period, 68.9% of the workforce is projected to retire, creating 29,700 job openings! Recent labour market information says you can earn on average between £19,500 and £34,000 a year as a Finance Officer in the UK. Your starting salary depends on your experience and training. It can also vary because of factors like location or the size of the company.

YOU CAN GET INTO THIS JOB THROUGH:

- A college course - You may find it useful to do a college course, which could help you get a trainee job with a financial firm. Courses include Level 2 Certificate in Bookkeeping, Level 2 Certificate in Accounting or Level 3 Certificate in Financial Studies. You could also do a T-Level in accounting.
- An apprenticeship - You can get into this job through an assistant accountant advanced apprenticeship.
- University - Some employers may ask for a relevant degree in a subject like finance, accounting or business studies.
- Working towards this role - You could start out as a finance assistant or accounts assistant and then work your way into this role after getting experience.

WHAT SKILLS YOU NEED

- knowledge of economics and accounting
- business management skills
- maths knowledge
- analytical thinking skills

- financial management skills
- leadership skills
- the ability to use your initiative
- to be thorough and pay attention to detail
- to be able to use a computer and the main software packages competently

DAY TO DAY TASKS

- record financial transactions on computer systems
- produce financial forecasts
- deal with payroll, invoices, expenses and VAT
- resolve payment queries for external contractors
- carry out financial audits
- create monthly, quarterly and annual budget reports
- present report findings to finance managers

CAREER PATH AND PROGRESSION

With experience, you could become a senior finance officer, finance manager or train to be an accountant.



USING SOCIAL
MEDIA TO
HELP EXPLORE
CAREERS



Youtube has a video for everything, and there is so much useful information to be found if you know where to look! Here are some popular & informative YouTubers to check out. CareerVidz - founded by interview expert Richard McMunn in 2011, it specialises in teaching job-seekers everything there is to know about careers, tests, interview questions and answers. He now has over 1.7 million subscribers, and has also founded How2Become one of the UK's leading careers information and guidance website.

Career Ready - Working across the UK to help young people kick start rewarding futures, Career Ready shares real life stories and insights into careers. By working with employers, volunteers, and schools & colleges they help young people develop the skills, confidence and experience they need to reach their true potential in life.

CareerAddict - Delivering expert career guidance, from career choice dilemmas, to CV and résumé tips, to job search and interview advice, job applications, workplace issues, and career advancement and salary advice. These easy to watch videos are packed full of useful information & can also be found on other online platforms.

You can also search for Universities on Youtube, many have their own channel. Manchester University have a fantastic careers service channel with lots of helpful videos about different careers, courses and Uni Life, it is defiantly a channel to look at.

BLOG
RECOMMENDATIONS

1. HOW2BECOME
UK

Learn how to write a CV, complete an application form, pass psychometric tests and how to pass any job interview. Also covers articles on education, job competencies, eligibility criteria, career advice and more. How2Become.com is the UK's leading careers and educational information and development website. We also have a range of the How2Become books in our school Library!

Avg 1 post per week



2. REED.CO.UK
UK

In 1995, reed.co.uk became the first recruitment website offered by a recruitment agency in the UK. Since then, reed.co.uk has branched out to become the UK's #1 job site. Follow this blog for expert career advice on CVs, cover letters, interviews and more.

Avg 9 post per month

T-LEVELS

T Levels are two-year courses and are an alternative study option to other existing qualifications. They are a nationally-recognised qualification that is worth the same number of UCAS points as 3 A levels. Endorsed by business, they include a 45-day industry placement to help you learn what a real career is like. Approximately 70-80% of the course will consist of academic study at college and 20-30% will be practical experience gained with an employer as part of an industry placement. They provide progression routes into skilled

POLICE DOG DISPLAY



On Wednesday March 16th we had the pleasure of hosting a Careers Presentation from the British Transport Police's Dog Handler Unit. PC Warren & PC Curry, visited the school with their dogs Roxy & Boots to show our pupils the incredible work they do.

The presentation focused on the role of the British Transport Police and how the dogs support them in carrying out their duties. Pupils got to experience how dogs work passively and in a proactive way to support the police in a range of different situations.

The dogs demonstrated their skills for our pupils with a number of exercises. Roxy, a Labrador and one of their explosives dogs, showed us how she can detect explosive materials using their training aids. A backpack, with a small scent of explosives, was hidden among the pupils and she was able to sniff it out with ease. Pupils also enjoyed watching Roxy search members of staff for a hidden object.

Boots, a German Shepard and one of their General Purpose Dogs, can detect human scent and they're usually used to help locate missing people, offenders or evidence. PC Curry used some protective clothing and demonstrated how Boots can help apprehend offenders.

After the presentation, pupils were able to have a look and try on some of the protective equipment the officers and dogs use. Thank you to PC Warren & PC Curry for an insightful and interesting morning!

If you would like information on pathways into this career see Mrs Wood in the Library, or our JOTW section on our school website.

and technical employment, or onto higher/degree apprenticeships and university. Students will also gain any required occupational specialism, such as a licence to practice qualification, as part of the course.

Our local provider is South Essex College and currently they have the following courses on offer:

- Digital Production, Design and Development
- Education and Childcare
- Management and Administration (Business Support)
- On-Site Construction
- Health

- Digital Support Services
 - Engineering & Manufacturing - Coming soon
- For more information on T-levels you can visit –
- <https://www.southessex.ac.uk/t-levels>
- <https://www.tlevels.gov.uk/>



CAREERS NEWSLETTER

GREEN CAREERS

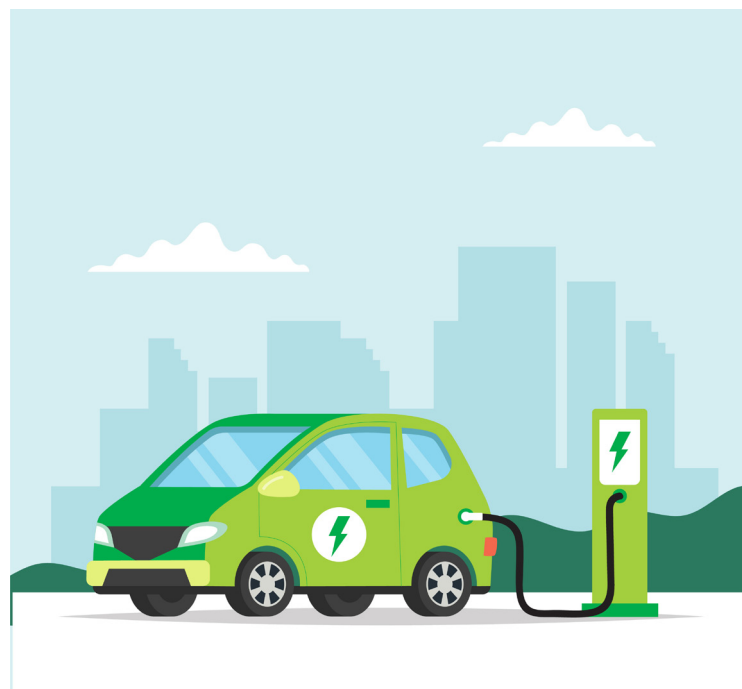
As the UK works towards a net-zero future 'Green Careers' are becoming more desirable. The government has a plan for the 'green industrial revolution' and has a target of having two million green jobs by 2030. With an industry which is set to expand this is a sector to consider.

WHAT ARE GREEN JOBS?

Green Jobs are careers which focus on contributing to preserving or restoring the environment and our planet. These could be jobs working in a traditional sector such as manufacturing or construction, or in a new, emerging green industry such as renewable energy and energy efficiency.

As the UK economy becomes greener, some industries need help adapting their products and processes to reduce their emissions. Others are working on green technology, (for e.g. electric vehicles, LED lighting) and some are discovering completely new green activities to tackle climate change.

All of this is creating exciting new job opportunities.



WHICH SECTOR COULD YOU BE WORKING IN?

Green jobs are available across a number of sectors, including:

- Construction
- Energy and Mining
- Fashion Technologies
- Finance
- Healthcare
- Manufacturing
- Renewables and the environment
- Transportation

There are many roles available in various sectors. You can study further at university or do an apprenticeship depending on the job you are interested in.

WHERE CAN I FIND INFORMATION ON GREEN JOBS?

Visit these websites for more information on the types of roles available:

[Energyandutilities.co.uk](https://www.energyandutilities.co.uk)

[Renewableenergyjobs.com](https://www.renewableenergyjobs.com)

[Greenjobs.co.uk](https://www.greenjobs.co.uk)

[Renewableuk.com](https://www.renewableuk.com)

**Information from gov.uk*

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