



CAREERS SERVICE

WHAT DO WE DO?

We provide a range of services to support you in pursuing your career goals.

WHO ARE WE?

We're professionally qualified careers advisers, each with a responsibility for a particular group of Schools and academic disciplines.

WHO CAN USE OUR SERVICES?

- Current students
- Prospective students
- Graduates
- Staff

WHERE TO FIND US

1 Airlie Place
Dundee
DD1 4HN
(no. 39 on the campus map)

Please feel free to drop in and use our facilities.
To speak to a careers adviser, please check our website for availability.





CAREERS SERVICE

INFORMATION

- Careers information resources
- Jobshop
- Placement Base and School Tutoring Programme
- Careers Fairs and employer events
- Dundee Graduate Skills Award

ADVICE AND GUIDANCE

- Careers advice and guidance
- Applications and CVs
- Interview techniques
- Selection/aptitude tests
- Further study and funding
- Time out/gap year
- Work experience

EDUCATION

- Level 2 credit-bearing modules on career planning and internships
- Seminars and workshops on interviews, CVs, personality testing
- School-based careers education
- Employer talks and workshops
- Personal Development Planning (PDP)
- Scottish Internship Graduate Certificate (SIGC)

FOR MORE INFORMATION

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fax: 01382 384116

email: careers@dundee.ac.uk

web: www.dundee.ac.uk/careers