

**Careers and Employability Service  
Additional resources and  
information for  
Business School**

## Welcome:

We have developed this resource pack to help you research specific job sectors which may be of particular interest to Business School students.

- [Prospects.ac.uk](https://prospects.ac.uk) - Options with Management and Business Studies
- [Prospects.ac.uk](https://prospects.ac.uk) - Options with Accountancy and Finance
- [Prospects.ac.uk](https://prospects.ac.uk) - Options with Marketing

Prospects include information and advice covering: skills, job options, career areas, further study, what next, case studies, contacts and job search sites.

- [Chartered Management Institute](https://www.cmi.org.uk) – focused on developing the very best in management training.
- [Chartered Institute of Personnel and Development](https://www.cipd.co.uk) – the professional body for HR and people development.
- [Chartered Institute of Marketing](https://www.cim.co.uk) – The world’s leading professional marketing body
- [Royal Economic Society](https://www.royaleconomicssociety.org) – The Society organise event and activities and support career development activities for current economics students and graduates.

## Your skills:

You will have developed many skills as part of your degree and through additional activities you may have taken part in. Business School students are in demand for their broad understanding of business organisations, markets, customers, finance, operations and strategy. Your studies will have helped you to:

- Work independently and manage your time e.g. meeting essay deadlines, planning and researching work etc.
- Developed logical thinking and presentation of analysis of complex problems and effectively convey arguments and opinions
- Developed a creative approach to solving problems
- Appreciate and understand cause and effect of economic changes
- Lead and participate in group discussions, plus have confidence in your own opinions

- Collate and analyse information using various quantitative and qualitative methods
- Work effectively with others to draw conclusions based on careful assessment of pertinent arguments
- Think critically and develop your own opinions based on your knowledge
- Develop skills in critical reasoning and analysis
- Develop IT, numerical and graphical skills and abilities to interpret and use business and financial data

## **Finding Job Vacancies:**

As a graduate from Management you can go into a wide range of occupations, some open to all graduates, and some particularly relevant to your degree. Information and advice about how to find out about employment opportunities can be found on our [Job Hunt webpages](#) and on the [Prospects](#) website.

When applying for vacancies you may need support in constructing a CV, filling out an Application Form, drafting a Cover Letter or preparing for Interview. We offer support on all of these areas via our [Job Application Resources webpages](#).

## **Management and Business Jobs and Internships:**

Many organisations offer graduate schemes within Management and Business areas. The information below can be used to find job vacancies that are related to your programme, and/or to build understanding of relevant roles.

- [Targetjobs](#) – look for jobs in a range of business areas
- [Efinancialcareers](#) – for jobs in finance, banking and insurance
- [Guardian Jobs](#) – find the latest graduate jobs in economic development.
- [Graduate-Jobs](#) – search graduate jobs for business and management graduates
- [AllAboutFinanceCareers](#) - contains advice articles, cv and interview tips as well as a jobs board where we advertise on behalf of top clients. I have attached a link to our website so that you can explore its content and see how useful it could be to your students.

If you do decide that the students at Southampton would benefit from our website, we ask that you link it in your careers resources section on your website.

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