

Imperial College London

Careers Service

SERVICES FOR ALUMNI

Our mission

To provide an impartial and confidential careers education, information and guidance service to Imperial College students and recent alumni, and to enable employers to recruit effectively at Imperial College.

The Service also liaises closely with many academics including departmental careers advisers, tutors, directors of studies and research supervisors.

Services for Alumni graduating 3 years ago or less

Alumni who graduated 3 years ago or less are entitled to the full range of services offered to existing students, which includes use of the Information Room with all its resources, and access to careers advice & guidance appointments. These services may be particularly useful for those who wish to change careers, or are unsure of the best career direction to pursue. Diagnostic personality questionnaires are available and can be extremely helpful in these circumstances. The definition of 3 years is as follows:

Undergraduate students can use our services 3 years after 31 July in the academic year in which they complete their course.

MSc & PhD students can use our services 3 years after 31 December in the academic year in which they complete their course.

Access to information

The Careers Centre remains open during the vacations, so access to all services is from 10:00 to 17:15 from Monday to Friday with exceptional closure days so please check before travelling. The “**JobsLive**” Career Management System is available via the Careers website (www.imperial.ac.uk/careers) and contains extensive employer contacts and advertised job vacancies, as well as listing all Careers Service events.

Imperial College Alumni Networks

Successful careers are developed as much through networking as they are by academic ability. People are moving between companies and spending periods working for themselves in increasing numbers. Finding someone who has the knowledge about a company, a technology, a process or a place can save valuable time and increase your ability to get things done. There are 80,000 Alumni in the Office of Alumni and Development database. They can help you find the person you are looking for by registering with the interactive pages of the alumni website at www.imperial.ac.uk/alumni

In addition, the City & Guilds College Association and the Royal College of Science Association both organise careers receptions for alumni.

E-Guidance and Skype

We offer remote access for alumni via email at careers@imperial.ac.uk and also via the use of Skype and Camtasia.

Labour Market Information (LMI)

College Careers Consultants keep up to date with LMI by contacts with employers, vacancies advertised at College by employers, LMI surveys (e.g. by Graduate Prospects and AGR) and networking through AGCAS nationally and regionally.

Diagnostic Personality Questionnaires

We offer feedback on the Myers Briggs Type Indicator and other psychometric questionnaires on a confidential, one to one basis. These measures may offer great insight into areas such as career dissatisfaction, new directions to explore, communication, team work and management style issues. There are charges for these special services.

Vacancy Handling

Vacancies received by the Careers Service are available via the service website in a searchable database “**JobsLive**” Career Management System. It is possible to search by vacancy type, industry sector, and geographical area or by specific company name. Included in the system are vacancies for Part-Time, Internship and Vacation Opportunities. Individuals who register with the system will receive an e vacancy alert when suitable new vacancies are inputted.

Website

There are links to various professional bodies & institutions that in turn all have information on professional development and further professional qualification. All vacancy information is listed here along with other resources that aid researching possible careers.

Services for Alumni graduating over 3 years ago

The Careers Service can offer only limited help to alumni who are well established in their career. The Service does not seek or have access to reliable labour market information (LMI) suitable for alumni with substantial work experience so we would assess on an individual basis whether we can be of assistance. It may be more appropriate for experienced alumni to seek help from specialist Careers Consultants, Outplacement Consultants and Head-hunters.

The Careers Advisory Service does, however, offer a vacancy service for ‘experienced hires’. These vacancies can be accessed via the careers section on the alumni website.

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