

# Imperial College London

## Careers Service

### Services for Alumni

#### Our mission

To provide an impartial and confidential careers education, information, advice 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 three years ago or less

Alumni who graduated three 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 and 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.

The definition of three years is as follows:

- **Undergraduate students** can use our services three years after 31 July in the academic year in which they complete their course.
- **MSc & PhD students** can use our services three 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 17:00 from Monday to Friday with exceptional closure days so please [contact us](#) before travelling.
- The **Careers Service website** has a wealth of information from career planning to job seeking. Most of the content is open access, but Alumni can [register](#) to access some resources.
- **JobsLive** is the Careers Service online system for booking events and appointments, searching for jobs and employers. Alumni can [register with JobsLive](#) for a graduate account

#### 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](http://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.

### **Appointments with a careers consultant**

If you are an alumnus who graduated three years ago or less, you are entitled to use the full range of services offered to existing students, including a range of [careers appointments](#)

### **Labour Market Information (LMI)**

Our Careers team keep up to date with LMI by contacts with employers, vacancies advertised by employers, LMI surveys (e.g., by Graduate Prospects and ISE) and networking through AGCAS nationally and regionally.

### **Vacancy Handling**

Vacancies received by the Careers Service are available via our [JobsLive](#) 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 graduate roles, part-time, internship and vacation opportunities. Individuals who register with the system can set their profiles to receive alerts when suitable new vacancies are advertised.

See our website information for [recent graduates](#) for further information

### **Services for Alumni graduating over three 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.

See our website information for [experienced graduates](#) for further information

### **August 2021**

The Careers Service at Imperial is a member of the [Association of Graduate Careers Advisory Services](#) (AGCAS) and as such adheres to their codes and practices.