

# Part-Time Work -

## A guide to finding and applying for Part-Time roles whilst studying

Working part-time alongside your degree is necessary for many and incredibly useful for most. Whether you work in a role that is directly related to your degree or not, working part time can provide you with a number of experiences including:

- Valuable skills which are transferable into your career
- Knowledge about your strengths
- Access to a network of people
- Examples to strengthen future job applications and interviews
- An understanding of what you like and dislike about work.

### Things to think about when applying for part-time jobs

Part time covers a number of opportunities, including professional level roles and can be found in a number of sectors, but is especially common in retail, food and drink as well as administration.

### **It's important to know the following when searching for part-time jobs:**

- What are your key skills? (Customer service, team work, attention to detail etc.?)
- What type of hours are you able to work? (Weekends, evenings, flexible hours)
- How many hours can you work around other commitments?
- Do you have any hobbies/interests that mean you have skills to offer? I.E Sports Coaching, Bike Mechanic, Bookshop Assistant, Maths Tutor etc.

**International students - it's important that you check your visa to see if/how many hours you're able to work. If you are an EU or International student and haven't worked in the UK before, you will need to apply for a national insurance number.**

## Where can you look for part-time jobs?

**MyHub** - <https://myhub.leedsbeckett.ac.uk/> - Hundreds of organisations advertise current vacancies on MyHub, including jobs on the Leeds Beckett campus!

**Social Media** - Platforms like Instagram, Twitter and Facebook often have roles advertised with local companies, as well as job-search groups and why not ask friends/family about any opportunities they may know of.

**Check Student Job Websites** - There are loads out there, by check out [studentjob.co.uk](http://studentjob.co.uk) / [savethestudent.org](http://savethestudent.org) / [e4s.co.uk](http://e4s.co.uk)

**Use LinkedIn** - Possible vacancies are advertised on LinkedIn all the time and you can search by location and organisations

**Local Vacancy Sources** - Check out these external websites for part-time job opportunities:  
[jobs.leeds.gov.uk](http://jobs.leeds.gov.uk) / [jobstoday.co.uk/yorkshire](http://jobstoday.co.uk/yorkshire)

**Shop Windows** - Depending on the role you're wanting, retail companies and restaurants often advertise the old fashioned way, with a sign in the window, why not head around town and see whats available

**Be Proactive** - Don't wait for opportunities to come to you, visit employers you're interested in working with, reach out and chat to them!

**National Vacancy Sources** - These external websites offer opportunities nationally, but you can search by area and often industry/sector:

**Indeed** - [indeed.co.uk](http://indeed.co.uk)

**Fish4Jobs** - [fish4.co.uk](http://fish4.co.uk)

**Monster** - [monster.co.uk](http://monster.co.uk)

**Reed** - [reed.co.uk](http://reed.co.uk)

**Total Jobs** - [totaljobs.com](http://totaljobs.com)

**Universal Job Match** - [gov.uk/jobsearch](http://gov.uk/jobsearch)

**Jooble** - [uk.jooble.org](http://uk.jooble.org)

**Charity** - [charityjob.co.uk](http://charityjob.co.uk)

**Arts Jobs** - [artsjobs.org.uk/](http://artsjobs.org.uk/)

For more information and resources, head to MyHub [myhub.leedsbeckett.ac.uk](https://myhub.leedsbeckett.ac.uk) and follow us on Social Media @BeckettCareers

