



## Career Help

### Section A: How to explore different jobs and see if your skills and interests match them

Use job profiles to look for more information on careers:

- [www.unifrog.org](http://www.unifrog.org)  
Look in either the Careers Library or Subjects Library
- [www.prospects.co.uk/job-profiles](http://www.prospects.co.uk/job-profiles)  
This is arranged by 'sector' or you can pick a particular career
- [www.nationalcareersservice.direct.gov/job-profiles](http://www.nationalcareersservice.direct.gov/job-profiles)

Use quizzes to understand your skills and interests

- [www.unifrog.org](http://www.unifrog.org) has four different quizzes to help

Other career websites

- <https://www.youtube.com/@mypathcareersuk/playlists>
- <https://icould.com/>
- <https://www.careerpilot.org.uk/>
- <https://www.bbc.co.uk/bitesize/careers>
- <https://targetjobs.co.uk/>

### Section B: How to search for jobs and apprenticeships

#### Job Application and Apprenticeship

The main websites for information about jobs and apprenticeships

- <https://www.gov.uk/apply-apprenticeship>
- [www.indeed.co.uk](http://www.indeed.co.uk)
- [www.ucas.com](http://www.ucas.com)
- <https://www.amazingapprenticeships.com/higher-degree-listing/>  
For higher and degree apprenticeships only. Also look on the company you want to work for to see if they are advertising apprenticeships.

Additional information and apprenticeship vacancies are also available at:

- <https://young-professionals.uk>
- <https://targetjobs.co.uk/>
- <http://www.notgoingtouni.co.uk/>

### Section C: How to search for Higher Education qualifications

#### Higher Education

Search for degree, HTQs, HNCs and HNDs

- [www.ucas.com](http://www.ucas.com)  
For listing of all courses and entry requirements.
- [www.ucas.com/ucas/tariff-calculator](http://www.ucas.com/ucas/tariff-calculator)  
Entry requirements for some courses are advertised as 'UCAS tariff points'. This tariff calculator is used to work out points based on grades for A levels (grades A to E) and BTEC (Pass/Merit and Distinction) courses is also on the UCAS website.
- [www.unifrog.org](http://www.unifrog.org)  
Use the UK universities section.

## Section D: How to apply for jobs and apprenticeships

### CV and cover letter help

- [www.unifrog.org](http://www.unifrog.org)  
Go to the CV builder section, it would help if you were able to complete some of the skills section before starting on your CV  
Also, Unifrog has a Know-how Library, which can help you with writing cover letters and application forms.
- <https://www.prospects.ac.uk/careers-advice/cvs-and-cover-letters>  
This should allow you to select information on writing CVs

### Interview tips

- [www.unifrog.org](http://www.unifrog.org)  
Go to the Know-how Library and search for interview help
- <https://www.prospects.ac.uk/careers-advice/interview-tips>
- <https://nationalcareers.service.gov.uk/careers-advice/interview-advice>

### Section E: Post 16 qualifications

- <https://www.ucas.com/further-education/post-16-qualifications/post-16-qualifications-you-can-take>

#### A-level

- [https://www.ucas.com/post-16-qualifications/qualifications-you-can-take/levels#:~:text=Advanced%20level%20qualifications%20\(known%20as,A%20levels%20over%20two%20years.](https://www.ucas.com/post-16-qualifications/qualifications-you-can-take/levels#:~:text=Advanced%20level%20qualifications%20(known%20as,A%20levels%20over%20two%20years.)

#### BTEC

- <https://www.ucas.com/post-16-qualifications/qualifications-you-can-take/btec-diplomas#:~:text=BTEC%20stands%20for%20the%20Business,with%20subject%20and%20theory%20content.>

#### T-level

- <https://www.ucas.com/post-16-qualifications/qualifications-you-can-take/t-levels>

#### Cambridge Technical

- <https://www.ucas.com/post-16-qualifications/qualifications-you-can-take/cambridge-technical#:~:text=Cambridge%20Technical%20are%20a%20suite,both%20education%20and%20the%20workplace.>

This A-level Explorer tool allows students to select various combinations of A-levels and see what degrees they could go on to study:

- <https://www.theuniguide.co.uk/exploratory-widgets/a-level-explorer>

## Section F: Sixth Forms and Colleges

Please note that most FE colleges offer a range of apprenticeships as well as full time courses and in both cases you can apply on-line.

Below are some of the colleges. If you live outside York and North Yorkshire, you will have to check local colleges.

College	Website
Whitby School	<a href="http://www.whitbyschool.co.uk">www.whitbyschool.co.uk</a>
York College	<a href="http://www.yorkcollege.ac.uk">www.yorkcollege.ac.uk</a>
Askham Bryan College	<a href="http://www.askham-bryan.ac.uk">www.askham-bryan.ac.uk</a>
Bishop Burton College	<a href="http://www.bishopburton.ac.uk">www.bishopburton.ac.uk</a>
Scarborough TEC	<a href="http://www.scarboroughtec.ac.uk">www.scarboroughtec.ac.uk</a>
Scarborough UTC	<a href="http://www.sutc.coastandvale.academy">www.sutc.coastandvale.academy</a>

Scarborough Sixth Form College	<a href="http://www.s6f.org.uk">www.s6f.org.uk</a>
Redcar and Cleveland	<a href="http://www.cleveland.ac.uk">www.cleveland.ac.uk</a>
Middlesbrough	<a href="http://www.mbro.ac.uk">www.mbro.ac.uk</a>
The Skills Village	<a href="http://www.skills-village.co.uk">www.skills-village.co.uk</a>

## Section G: Armed Forces Careers contacts

**Army:** [www.army.mod.uk](http://www.army.mod.uk)

67 Borough Road  
Middlesbrough  
TS1 3AE

### Opening times

Monday: 09:00-17:30

Tuesday: 09:00-17:30

Wednesday: 09:00-17:30

Thursday: 09:00-17:30

Friday: 09:00-17:30

### Call:

01642 243413

**Royal Navy:** [www.royalnavy.mod.uk](http://www.royalnavy.mod.uk)

AFCO(RN)  
67 Borough Road  
Middlesbrough  
TS1 3AE

Telephone: [01642 211749](tel:01642211749)

Email Address: [navyra-rfmiddlesbromailbox@mod.uk](mailto:navyra-rfmiddlesbromailbox@mod.uk)

### Opening Hours

Day	Time
<b>Monday</b>	08:30AM - 16:30PM
<b>Tuesday</b>	08:30AM - 16:30PM
<b>Wednesday</b>	08:30AM - 16:30PM
<b>Thursday</b>	08:30AM - 16:30PM
<b>Friday</b>	08:30AM - 16:30PM
<b>Saturday</b>	Closed
<b>Sunday</b>	Closed

### Additional Information

Please note that the opening times above may change, please telephone your local AFCO before attending.

**RAF:** [www.raf.mod.uk](http://www.raf.mod.uk)

AFCO Newcastle

[AFCO details](#)

Gateshead

NE8 2BE

England

Regulars call 0345 605 5555, Reserves call 0345 606 9069

AFCO Leeds

[AFCO details](#)

LEEDSLS1 2JYEngland

Regulars call 0345 605 5555, Reserves call 0345 606 9069