Imperial College London

POSTDOC AND FELLOWS DEVELOPMENT CENTRE

Helping research staff to succeed

Non-Academic Job Search

If you are considering or seeking employment outside of research in an academic setting, this tip-sheet will help you to identify how to prepare for the job hunt. There are useful links for further research.

1. Top tips

- Start by doing some background research into the company/institution you would like to work in. Do you know any colleagues where you would like to apply to? If not, do your colleagues know anyone? Contact them and ask for advice on how that particular job market operates.
- Understand the visa requirements; it's important to make sure you are eligible to work in the country you are considering. Researching the visa requirements and applying for the necessary documents can help ensure a smooth transition to your new job.
- Use Linkedin; Linkedin is very useful for reaching out to contacts and companies. Explore job search resources specific to the company/sector/country; in addition to using LinkedIn and professional associations, there may be other job search resources specific to the country you are considering. For example, there may be local job search websites or recruitment agencies that can help you to find employment.
- If you have identified a company that you want to work for, check if they have a careers website and subscribe to it. Make contact by Linkedin or email. Share why you want to work at that company and ask for further information. This might lead to future opportunities or simply ensure that you are known when a job is advertised.
- Look for professional associations and learned societies in the country you are interested in. For example, there are societies for mechanical engineers in the UK, Canada, Australia, the US, Japan, and China. These often feature job advice, mailing lists, and job boards.
- Get feedback on your CV and Cover Letter from the <u>PFDC</u> as well as colleagues and mentors.
- Check out Imperial Careers website.
- <u>JobsLive</u> is the Careers Service's online system for booking events and appointments, searching for jobs and employers.

2. General job search websites

LinkedIn

Indeed

Overseas Jobs

Monster

Glassdoor

Reed

CV-library

Resources

GoinGlobal — only accessible via the Careers Service.

3. Europe

EURAXESS Jobs site
EuroScience jobs
Europass
StepStone

4. North America

Science Careers
CareerBuilder
SimplyHired
Workopolis

5. Latin America

Bumeran Trabajando Computrabajo

6. Asia

JobStreet Zhaopin Mynimo

7. Africa

Jobberman Brightermonday CareerJunction

8. Australasia

Research Jobs in Australia and New Zealand Seek

If you know of additional resources or advice which could be added to this list, please **contact us:**pfdc-support@imperial.ac.uk

