

Introduction

The national newspapers are a valuable source of job opportunities. They publish very senior appointments, in industry and the public sector, but also contain jobs for middle management and for graduate entry or second jobbers. Some papers have special supplements which look at a particular sector and contain jobs across a range of salaries, from entry level positions to the very senior roles.

But which days should you be looking, and where?

To help you decide which papers you should be looking at, and on which days, we have produced a summary of each day's jobs for all the national broadsheets. There is also a one-page summary table which can be downloaded from the website.

This summary is completely updated at least every six months with a full review. If you spot any changes in between, please let us know.

The Guardian <http://jobs.guardian.co.uk>

The Guardian is a key publication for creative, media, social and public sector job vacancies.

Monday - Media, creative, sales, marketing, communications, new media, administrative and secretarial in one or two supplements. The supplements also contain news and feature articles relating to the workplace and career progression.

Tuesday - Education Guardian includes feature articles, news, letters and interviews relating to all aspects of education and learning. Appointments include teaching and non-teaching roles, research, management, academic posts, education, finance, student services, TEFL and studentships.

Wednesday - Public sector, housing, health and social care, mental health, charity, regeneration, planning and the environment in two separate supplements Society Guardian S1 and S2. The supplements also include news and articles covering social issues, environment, urban regeneration, housing, health and public policy. The large jobs sections cover senior appointments, executive and management and posts across all the salary ranges.

Thursday - Small section of jobs in information technology, science and technology in separate supplement, Technology Guardian. The section also contains articles and news about science, education, medicine and technology.

Saturday - General appointments and graduate opportunities, with selected roles repeated from other days in the week. Work section contains features, news and interviews relating to careers and the workplace. Separate section for students and graduates with articles on courses, careers, job search and finance.

The Times and Sunday Times <http://www.timesonline.co.uk/jobs>

The Times is a good publication for general, public sector, PA / secretarial and legal job vacancies. The Sunday Times is also a very important paper for senior appointments.

Monday - New section planned from September 2008 featuring retail and leisure appointments.

Tuesday - General recruitment section in the main newspaper with a focus on management and finance roles.

Wednesday - Secretarial and administrative and Fast Track (commercial recruitment).

Thursday – Legal appointments advertised within the main newspaper.

Friday – Public services section containing roles in the public sector, health services, charities and not-for-profit, education and public appointments.

Sunday - The Appointments supplement covers director, senior management and functional roles in the private and public sectors. There are also news items and feature articles relating to careers and the job market.

The Daily Telegraph and Sunday Telegraph <http://jobs.telegraph.co.uk>

The Thursday and Sunday Telegraph are key publications for general and senior vacancies.

Wednesday – Technical and engineering. Very small section of jobs in the Business section, repeated on Thursday

Thursday - General appointments but with strong focus on manufacturing, engineering, energy and technical roles in the jobs.telegraph section. The first part covers jobs over £60k with the second part covering jobs up to £60k. Additionally there are articles and news items relating to work, interviewing, careers and recruitment.

Sunday - Money and Jobs supplement contains a repeat of the appointments from Thursday's Telegraph.

The Financial Times <http://www.exec-appointments.com>

The Financial Times is a key publication for accounting and general finance industry vacancies. Since December 2007, the FT jobs website has merged into Exec Appointments.

Wednesday - Senior Appointments are advertised in the main newspaper, in the Business Leaders section. Appointments are at board and director level and there are also non-financial positions.

Thursday - Separate Appointments supplement covering accountancy, banking, finance, interim management and non-financial roles.

The Independent <http://jobs.independent.co.uk>

The Independent has a small selection of vacancies compared to the other papers.

Monday – Media appointments are published in the Media Supplement.

Thursday - Education and Careers. News and articles about education, study and careers in separate supplement. There is a small selection of jobs.

Further Research

You can find a full list of all our documents, arranged by subject, on the Career Workshop website at:

www.careerworkshop.co.uk/documents

Search

There is also a search facility on the website which offers an alternative method of finding documents, and indexes all our other content too ... such as news items, content pages, newsletters etc.

www.careerworkshop.co.uk/search

Have we missed anything?

Although we do our very best to identify the most useful sources of information on any topic, you may know of a good resource that we have missed. If so, we would like you to share it with us.

Please email us at info@careerworkshop.co.uk or use the suggestion form on the website. There's a bottle of wine every quarter for a lucky winner, chosen randomly from all suggestions received.

If you need more information about our content or have a suggestion for future documents, please contact us by email: enquiry@careerworkshop.co.uk or by post, telephone or online form: www.careerworkshop.co.uk/contact

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