

Introduction

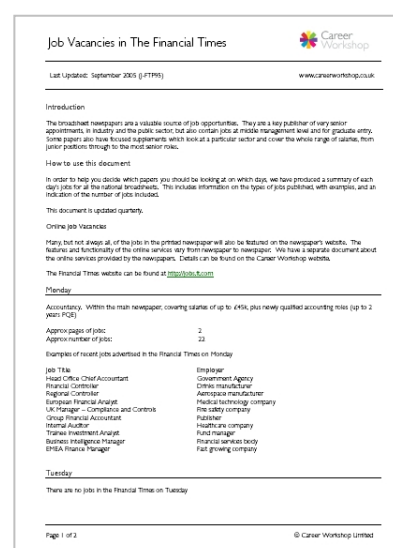
Career Workshop specialises in providing up-to-date information and research for job seekers and career changers. The content on our website is updated, revised and added to on a daily basis. This document has been compiled to give you an overview of the **main areas** covered by our web content.

You can find more information about how to access our content at the end of the document.

Career Workshop Content

Below you will find some brief summaries outlining the type of content on in our documents and research library:

- **Sources of job vacancies** - It is crucial to know where to find vacancies advertised that are relevant to you. We list and review the key sources of vacancies by industry sector and by profession / functional specialism.
- **Finding recruiters** - There are so many recruitment companies out there that it can be difficult to find the ones that are right for you. We research and provide listings of relevant recruiters, with contact address details, by specialism (either industry or functional).
- **Information about industry sectors and professions** - Useful either for your own area of expertise or if you find yourself considering other areas, we produce researched guides outlining all the key sources on a topic. For instance, we cover trade and professional associations, directories, journals, online sources, sector specific websites, recruiters, key organisations, exhibitions, directories, job vacancy sites and other sources of information.
- **Finding companies** - If you need to find the contact details for the top companies in any industry then our company listings are for you. Currently covering over 30 industries, our lists are available fully formatted or for download. We also provide listings of top companies in overseas countries too.
- **Researching companies** - When you have an interview, you've really got to go in there knowing your stuff about the company. We tell you how to find information about companies, what's likely to be available and what is difficult to get hold of - for both UK and overseas companies. We can also do additional research for you if necessary.
- **Other career options** - not everyone needs or wants another 9-5, so we also cover subjects which are of interest during career transition. For instance, interim management, training, non-executive directorships, retirement, voluntary work, career breaks and grown up gap years. For each area we tell you the relevant resources including organisations, recruiters (if appropriate), books, websites and other information sources.
- **Starting Your Own Business** - This career option is covered in more depth, with sections on key areas such as tax, NI, business planning, market research, legislation, VAT, funding, employment law, franchising and marketing.
- **Reading Lists** - Annotated reading lists on topics related to career transition, such as CV preparation, interview skills, general careers guides, entrepreneurial case studies, reference materials, recruitment



Job Vacancies in The Financial Times

Last Updated: September 2005 (J-FTR05) www.careerworkshop.co.uk

Introduction

The Financial Times newspaper is a valuable source of job opportunities. They are a key publisher of very senior appointments, in industry and the public sector, but also contain jobs at middle management level and for graduate entry. Some papers also have focused supplements which look at a particular sector and cover the whole range of salaries, from junior positions through to the most senior roles.

How to use this document

In order to help you decide which papers you should be looking at, on which days, we have produced a summary of each day's jobs for all the national newspapers. This includes information on the type of jobs published, with examples, and an indication of the number of jobs included.

This document is updated quarterly.

Online Job Vacancies

Many, but not all, of the jobs in the printed newspaper will also be featured on the newspaper's website. The nature and functionality of the online services vary from newspaper to newspaper. We have a separate document about the online services provided by the newspapers. Details can be found on the Career Workshop website.

The Financial Times website can be found at www.ft.com

Monday

Accountancy - Within the main newspaper, covering salaries of up to 44K, plus newly qualified accounting roles (up to 2 years PQS)

Approx number of jobs: 2

Approx number of jobs: 23

Examples of recent jobs advertised in the Financial Times on Monday

Job Title	Employer
Head Office Chief Accountant	Government Agency
Financial Controller	Online insurance
Regional Controller	Antenna manufacturer
European Financial Analyst	Financial technology company
UK Manager - Compliance and Controls	IT safety company
Group Financial Accountant	Plumber
Internal Auditor	Healthcare company
Trainee Investment Analyst	Fund manager
Business Intelligence Manager	Finance services body
EMEA Finance Manager	Fast growing company

Tuesday

There are no jobs in the Financial Times on Tuesday

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and selection, retirement, business start-up, personal growth, personal finance, lifestyle and presentation skills.

- **Miscellaneous Useful Stuff** - We also have lots of information which doesn't fit into any of the above categories, simply because it is of general interest rather than being specific to careers. For example, effective web searching, getting online, search engines, assessing information quality, advanced searching etc.

Career Workshop is updated daily with new items, documents and information of interest to anyone who is job-seeking or working with people in career transition.

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

www.careerworkshop.co.uk/documents

The documents can be purchased individually, or as part of a subscription which allows unlimited access to the documents, our Research Library and other materials.

You can find more information about subscriptions at:

www.careerworkshop.co.uk/subscribe

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

If you need more information about our content, have a suggestion for future documents, or would like to commission a document or piece of research, please contact us by email:

enquiry@careerworkshop.co.uk

or by post, telephone or online form:

www.careerworkshop.co.uk/contact