



National Careers Service

Helping you take
the next step

The National Careers Service is here for you.

We can offer you free, impartial information advice and guidance to make career decisions throughout your life.

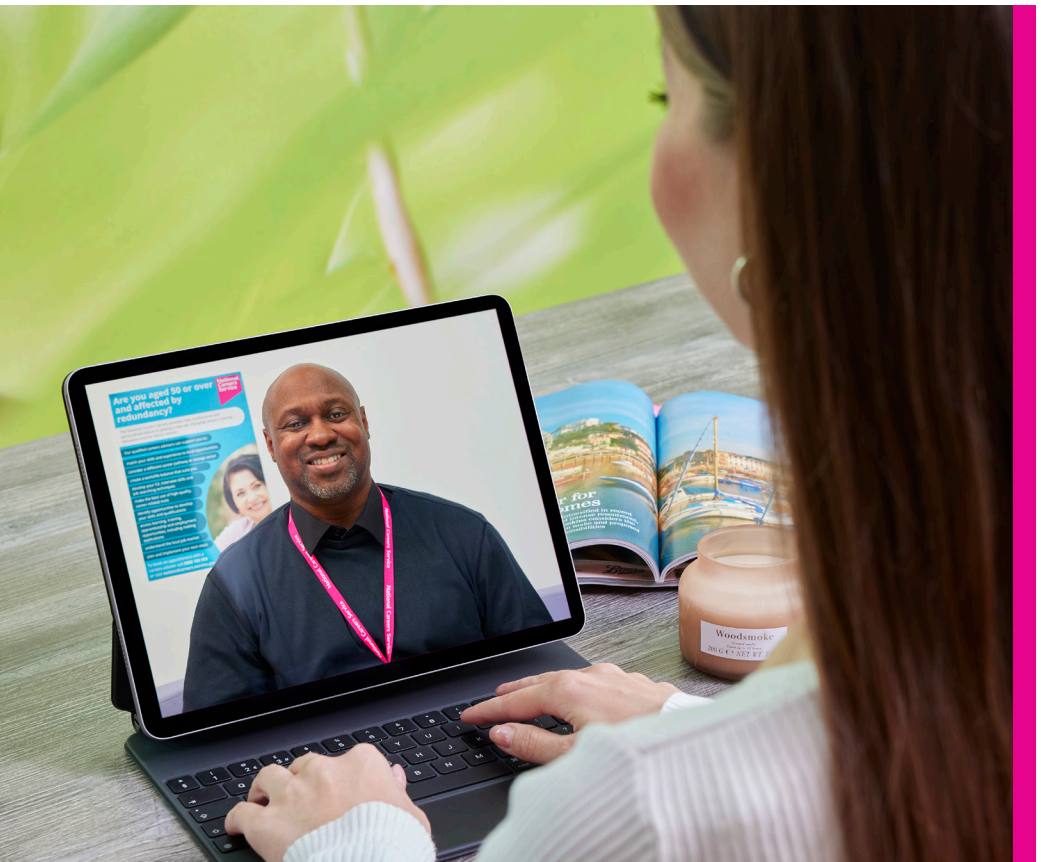
Get in touch to find out how we can support you.

Talking to a careers adviser

How can we help you

To make decisions about your future, it's important to know what's out there and what's right for you. Whatever stage you are at in your career, we can help you understand what your skills are and what skills you might need to adapt to new jobs, circumstances, and opportunities.

Whether you want to look for information on our website or speak to one of our qualified advisers, we're here for you.



Our careers advisers can help you to:



Make career choices

We can help you to identify your skills and interests so you can explore careers that are right for you.

Search for vacancies

We can help you to:

- search for vacancies that are suited to you
- make the most out of careers fairs
- understand what to include in your CV or cover letter
- prepare for interviews



Make a plan

We can help you to make a plan that can help you reach your goals, whether your goal is to start your career or make a change to the career you are in. You can create your own plan or ask one of our advisers to help you. Creating a plan can break things down into smaller tasks and make you aware of the skills and knowledge that are required to achieve your goals.

A careers adviser could help you to look at your current situation which will help you to identify your skills and set both long and short-term goals. You can then work out the steps that will get you there.

Progress your career

We can help you develop your soft skills such as communication and leadership. We can support you with choosing volunteering positions, networking and getting the most out of mentoring. We can also help you with getting work experience and to better understand how it can help you develop.

Our website

On our website you can explore different careers so that you can find out what a job involves and if it's right for you. You can search different job titles or explore jobs by different categories.

Our job profiles include key information on different jobs, allowing you to explore:

- the different ways to get into a role
- what skills you'll use in the role
- what day to day tasks you might do
- the average salary and hours you might work



Skills assessment

You can find out about careers that might be right for you by taking one of our assessments.

A skills assessment can be helpful at any stage of your career, like when you:

- start your career
- return to work
- progress your career

You may want to take an assessment to help you:

- find out what interests and motivates you
- identify your skills
- find out what you can do with the skills you have

Once you've completed a skills assessment, you'll be shown some different ideas for roles you might enjoy based on your answers. At this point you might choose to explore some of these suggestions yourself or chat to a careers adviser.





Find a course

You can search for online and classroom courses near you, to help you get a job or develop your skills. You can search for courses in a particular location or by the course name or subject. If you're struggling to find the right course for you then you can contact a local adviser for support.

How can you contact us?

Whether you want to talk to someone in person, over the phone or online, there are many ways to get in touch.



Visit our website

<https://nationalcareers.service.gov.uk/>



Chat Online

You can talk to an adviser online by webchat or email and access our online resources and digital tools by visiting our website: <https://nationalcareers.service.gov.uk/>



Phone

To speak to an adviser, call our helpline on 0800 100 900. Lines are open weekdays from 8am - 8pm and 10am-5pm Saturday.



Face-to-face advice

Call us to find out if you are eligible for face-to-face advice and guidance with an adviser, if you are we can book you an appointment.



Social Media

Follow us on social media where we share useful information to help you with your career. Search for National Careers Service.

