



SUMMER 2009

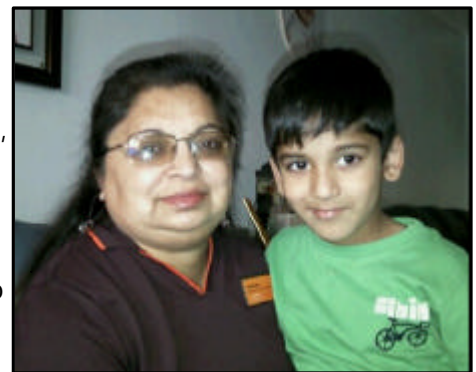
# career update

## ***“After redundancy, I’m now in the job I always wanted”***

**Harjinder Kaur Sohal did a JGA course, and she’s now working for Sainsbury’s.**

She was made redundant from her job at a factory in Slough, where she’d worked her way up to being responsible for a production line. “I didn’t realise how hard it would be to find another job after 18 years in one company, ” she says.

“The course was quite challenging, and I learned a lot; I also gained confidence from the interview coaching. And it really helped when I told them at the interview that I’d been on a Customer Service course.



*Harjinder with her grandson Reuben*

“I always wanted to work in a shop, and I’m really happy here,” she says. “What’s more, I still refer to the notes I made on the course!”

## ***Siobhan is back at work after 9 years***



**Siobhan: “I’m a real success story”**

Siobhan Hogg hadn’t worked for 9 years, because she was looking after her two sons. Now they’re older, she wanted to go back to work. “I was applying for loads of jobs but not getting anywhere.” Her advisor at Uxbridge Jobcentre suggested she join a JGA course to improve her skills, especially in maths and English.

“The first few days were tough, but I’m so glad I stuck it out,” she said. JGA arranged a work placement as she neared the end of the course, working two days a week for a local company. They were so impressed with her skills that they offered her a full-time job.

“The course refreshed my skills and boosted my self-confidence – I’m a real success story.”

**See inside for more information about these courses, or email [careers@jga-group.co.uk](mailto:careers@jga-group.co.uk) or call 020 8426 2666.**

### **Free careers advice for everyone**

JGA offers free careers advice, with one to one sessions at times to suit you (daytime or evening). You can ask for personal advice on your CV, covering letter, job search and ideas about new career possibilities.

## Beat the redundancy blues

If you've just been made redundant, you're likely to go through different emotions: shock, fear, anger, self-doubt and sadness.

These feelings tend to focus on the past, and the job you've left. Try to focus instead on your future.

- Feeling sad about what you've lost can take a lot of energy. It's natural, but try to concentrate instead on what you'd like to get out of your next job. Contact JGA to arrange a free careers advice session.
- Tell friends about your plans and ambitions, and see if they can help you to find a new job. 70% of new

jobs are not advertised, but instead filled by word of mouth.

- Get help with your CV. JGA advisers will show you how to make the most of your successes and skills.
- Use the internet, not just for jobsearch, but to see which companies are growing and might want to recruit, and to research companies you are interested in.

It's OK to be upset and angry. But take some time to think about what you want to do with the rest of your life, and redundancy might be the best thing that ever happened to you.

## Free careers advice

Book a free session, daytime or evening, and get one to one advice about your specific needs. You can meet a JGA adviser at Jobcentres in London, Surrey or Sussex, or at JGA's office in Eastcote. Get help with your CV, or to prepare for interviews, or find out about training which may be useful. Even if you're working, you may be eligible: call 020 8426 2666 and ask.

## Career Advantage

If you live in west London (or have just left a job in west London), ask about Career Advantage. This is a new programme for managers, professionals and senior people who have been made redundant within the last 6 months, or whose jobs are at risk. The course has different modules, which JGA will tailor to give you appropriate advice, support and training to help you get back to work.

## "Work experience is very useful"



Hardeep Dhaliwal came on a JGA course to improve her English; she's now working part-time in the restaurant at Hillingdon Hospital.

"It's helping me to improve my English still more, and I'm getting experience which will help me move into a full-time post.

## One-to-one advice gave Owen Morris from Pinner some new ideas for his future.

He's now looking into doing a year's teacher training to use his B.Sc. in Civil Engineering for a new career teaching science.

### Most JGA programmes are free, funded by the government.

Career Advantage is part of the My Job, My Future response to redundancy programme, which is funded by the European Social Fund and the Learning & Skills Council.

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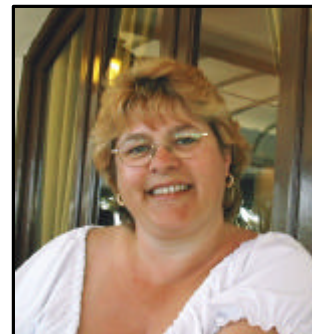
## ***Are your English or maths skills holding you back?***

Try ESP – the Employability Skills Programme to help with reading, writing, maths or English. You can also do examinations to get qualifications - these look good on your CV, and tell employers that you take your jobsearch seriously. You can choose to study in Hayes, Eastcote, Harlesden or Woolwich – whichever location suits you best.

### ***“The interview practice gave me so much confidence”***

“I hadn’t had a job interview in years,” says Valerie Humphreys. “My JGA adviser showed me how to improve my CV, and gave me confidence for the interview. I’m 50, and I think you lose confidence as you get older. But after JGA’s advice on interview techniques, and some role play practice, when I went for the interview at Squires Garden Centre in Twickenham, I said to myself: ‘I know I’m going to get this job’. And I did!

“I love it at Squires; everyone’s so nice. It’s a family-run establishment, and although there are 11 garden centres, it feels like being part of a big happy family.”



## ***English for speakers of other languages***



There are also special programmes to help you if you don’t speak English at home: English for Speakers of Other Languages (ESOL).

### ***Better English helped Seckin dance into a job***

Seckin Erkus is a professional dancer, who came to England from Turkey with his English wife, Emma, in November 2008.

He soon realised that he needed to improve his English, and joined a JGA ESOL class in March this year. He’s now working at the Riverside Fitness Club, and his English is getting better and better. “I’m excited to learn new things every time,” he says. “If you are like me, you should absolutely do this course.”

## ***Calling all parents***

- Are your English skills holding you back?
- Are you responsible for a child under 16 (or under 19 in full-time education)?
- Would you like a course that fits around caring for your child?

English for Jobs could be just what you need. The course runs during school time, in the school terms. It lasts for 10 weeks at a venue near to you, and there is help with child care. You’ll get help with speaking and listening, as well as jobsearch ideas, and finish with a qualification from the English Speaking Board. Call JGA on 020 8426 2666 now to find out more.

### ***“Take advantage of all the help you’re offered”***

Lindsay Austin thanked JGA for help with her CV, but mainly she’s grateful for how friendly and supportive everyone was. She’s now working at Refresh Juice cafe in Staines. “Don’t be downhearted,” she says. “Keep the good bits, not the rejections. Go out and get help: no-one will do it for you, but ask for support like JGA gave me and let their encouragement spur you on.”

## TIPS FOR JOB SUCCESS

### ***“Do your homework”***

**“There’s more competition now, so do all you can to give yourself an advantage,” says Jide Akinrade, “Do your homework before an interview, and practise your interview skills.”**

Jide worked for a while in a restaurant, but kept looking for jobs in his particular area, media and IT, and is now a video editor for Press TV. “JGA helped me to tailor my CV for each job which is very important,” he says.



### ***“Follow all the leads and don’t look back”***

**Graham Hutchinson found his new job, surveying domestic properties for loft and cavity wall insulation, through a job website. JGA helped him with his CV and covering letter.**

“Don’t give up, and grab any opportunities that come up,” he says. Don’t prejudge anything: being employed, even if it’s not your ideal job, is better than being out of work.”



### ***“Take whatever you can, even if it’s a step down”***

**Trevor Thomas says that the interview practice with JGA gave him very useful feedback.**

“I changed from what I wanted, to focus on what the employer wanted,” he says. He had done part-time study, and says that education makes you more attractive to employers, as well as making it easier to start work. He also volunteered at a Cub Scout group, which helped him to stay positive and kept his people skills sharp. “Take whatever job you can, even if it’s a step down,” he advises; “once you’re in work you can manoeuvre.” He started a temporary job at St Peter’s Hospital in Chertsey and is now in a permanent position.



### ***“Don’t give up hope”***

**Stephen Hartley from Pinner has just landed a job as Practice Manager for an NHS medical centre.**

He says “Don’t give up hope. Being out of work can be very depressing, but there are still employers out there who value the experience and transferable skills that people like me have.”

To find out more about JGA’s programmes, including

- Information and Advice
- English
- English for Jobs
- Employability Skills Programme
- Routeways
- Career Advantage

email [careers@jga-group.co.uk](mailto:careers@jga-group.co.uk) or call us on 020 8426 2666.