

Local newspapers

There are various newspapers which advertise job vacancies in Dorset, these include:

- Avon Advertiser
- Bridport & Lyme Regis News
- Free Community Magazines
- NHS Dorset
- Dorset Echo/Bournemouth Echo
- Western Gazette

Employment agencies

Recruitment agencies in the High Street, offer temporary and permanent work, all specializing in different areas e.g. Office, Technical, IT, Industrial, Accountancy.

A list of all the agencies in the Poole & Bournemouth area can be found on the back of the Bournemouth Daily Echo or alternatively the Yellow Pages have contact details for all recruitment agencies in Dorset.

In order to register with a recruitment agency, you need to have an up to date CV. Some recruitment agencies allow you to register online, however most agencies require you to call in to the office to register. Registering with a recruitment agency is a completely free service.

Local newsagents, shop windows

Some manual and retail jobs are occasionally advertised in local newsagents and shop windows.

Large stores, Personnel Departments and Human Resources

Many large supermarkets, department stores and DIY stores advertise on boards within the store. Ask for details at Customer Services.

Internet

If you are looking to work for a particular organization, it is worth seeing if they have a website. Some companies have a dedicated webpage on their website for recruitment opportunities and list details of current vacancies. There are also a number of websites dedicated to finding jobs

- www.bhjobs.com
- www.fish4jobs.co.uk
- www.prospects.ac.uk
- www.yourdorsetjobs.net
- www.gojobs.co.uk
- www.gisajob.com
- www.monster.co.uk

Gain some experience

Applying for work experience, or volunteering can enhance job hunting prospects. Agencies such as the Boscombe Link, Poole Volunteers, Dorset Volunteers and Island Volunteers for you (Portland Bureau) may be able to arrange voluntary work.

Speculative applications

If there is a particular company which you would like to work for, you can write to them directly enclosing a copy of your CV and a covering letter explaining why you would like to work for them and your relevant experience/interests (see nextstep guidelines for further help and advice).

Professional journals, career specific publications

Professional publications specific to certain industries are published regularly, e.g. The Times Educational Supplement a newspaper for education and teaching vacancies; Drapers Record for fashion jobs; The Hotelier for hospitality jobs; The Grocer for jobs in sales and Guardian Monday for Media jobs.

Your local library

Display free newspapers, magazines, a range of career publications and offer free internet access.

Local Councils

Websites will contain current vacancies for a range of jobs e.g. teaching, social work, administration, etc.

- www.dorsetforyou.com
- www.purbeck.gov.uk
- www.bournemouth.gov.uk
- www.weymouth.gov.uk
- www.poole.gov.uk