
NORTHERN IRELAND

Graduate Recruitment Fair

supported by **Deloitte.**

Tuesday 13 June 2017

11am – 3pm

Whitla & South Dining Halls, Queen's University Belfast

Employer Guide

www.nigradfair.org





Northern Ireland Graduate Recruitment Fair

The Northern Ireland Graduate Recruitment Fair is organised by Careers, Employability and Skills at Queen's University Belfast and Employability and Marketing at Ulster University in association with nijobfinder.co.uk and supported by Deloitte

What is the purpose of the Fair?

The Fair is designed to provide employers and organisations offering graduate employment or training opportunities easy access to the graduates of 2017.

Why attend the Fair?

- The Fair represents genuine low cost recruitment, with every final year student at Queen's University Belfast

and the University of Ulster receiving an individual notification by letter and e-mail.

- The Fair and its exhibitors are given full publicity, via the Internet. Vacancies will be advertised on the Fair website with a link to each exhibitor's own website.
- The Fair Programme is available in advance of the event on our dedicated Fair website to ensure graduates arrive well briefed.

Venue

The venue for the 2017 Northern Ireland Graduate Recruitment Fair is the Whitla & South Dining Halls on the main site of Queen's University Belfast.

Parking

A park and ride system will be available for exhibitors from Belfast Harlequins Rugby Club. A place can be requested on the fair registration form.

Travel and Accommodation

Detailed travel and accommodation information, including maps showing the location of the Whitla Hall at Queen's University Belfast and the surrounding area, is available at www.qub.ac.uk/home/TheUniversity/Location/

Each organisation attending will have access to

- A table and two chairs
- A power socket if requested
- Hospitality to include tea/coffee and lunch

Booking

Online booking is available through the Fair website www.nigradfair.org.

Organisations should provide an outline of their current graduate jobs or training opportunities as part of the booking process.

Early booking is strongly advised.

Please note: We will not be accepting bookings from postgraduate study providers or recruitment agencies (unless promoting internal vacancies or on behalf of one named company whose promotional materials they will be solely using on the day)

Advertising Vacancies

To ensure maximum response organisations should also post their vacancies prior to the event on Queen's University Belfast MyFuture (<http://www.qub.ac.uk/sites/EmployerGateway-RecruitOurStudents/>) and Ulster University Careers Connect (<https://careersconnect.ulster.ac.uk/home.html>) vacancy portals.

Fair Programme

A Fair Programme will be produced and distributed to students on the day. This will outline your organisation and vacancy information, as provided by you on registration.

Should you wish to have a higher profile in the Programme, there is limited space for one-page colour advertisements, starting at a cost of £200 + VAT. Please contact The Employer Engagement Team on 028 9097 3950 by Friday, 5 May 2017.

Interviewing Facilities

It may be possible to arrange interviews around the date of the Fair. Please contact The Employer Engagement Team on **028 9097 3950**.

www.nigradfair.org

Contact

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Careers, Employability and Skills
Student Guidance Centre
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