Cardiff Students' Union
Undeb Myfyrwyr Caerdydd
Jobshop
Siopswyddi
We're not your typical recruitment service

The Jobshop is the student recruitment service owned and run by Cardiff University Students' Union and Cardiff University.

Our aim is to connect local employers with the thousands of students that register with us for work each year. All the money generated by Jobshop is invested directly back into the Students' Union, which helps us continue to provide a wide variety of services for students.

The National Student Money Survey 2019 found that 67% of university students need to work alongside their studies, making them a significant proportion of the part-time workforce.

Thousands of students are waiting to work for you

We understand that everyone's recruitment needs are different, which is why we offer a number of ways to put you in touch with our students who are actively looking for work.

Please see the following pages for details of the services we provide:

4 **Temporary Recruitment Agency**

5 **Direct Advertising Platform**

Don't hesitate to contact us if you'd like to discuss your employment opportunities for our students.

Jobshop@cardiff.ac.uk

@CardiffJobshop

Temporary Recruitment Agency

We offer a comprehensive temporary recruitment service tailored to your needs:

- All successful candidates are fully Right to Work checked
- We can screen and select on your behalf or select a shortlist and arrange interviews
- We charge a flat hourly fee of £1.50 +VAT which includes all payroll and administration
- We accept one-off or longer term bookings (minimum 3 hours)
- Quick turnaround available

Why choose this service?

It's ideal for one-off, short-term or last minute requirements and times where you need staff in a hurry! Our experienced team handles the recruitment from start to finish and are on-hand throughout.

Rates

Our current total hourly rates are:

- Age under 23: £10.87 per hour + VAT*
- Age 23 and over: £11.49 per hour + VAT*

*These figures include all payroll and administration costs and are based on the current adult National Minimum Wage rates.

"The team at Jobshop are extremely helpful and are amazing at helping us when required. The booking system is easy to use and the team are always helpful, even at very short notice."

City centre bar/music venue.

"The Jobshop service provided has proved to be professional and second to none."

City centre solicitors.

What are the next steps?

Email jobshop@cardiff.ac.uk to discuss your requirements or to make a booking.

Direct Advertising Platform

If you prefer to recruit temporary staff directly or have ongoing part-time requirements, we offer a direct advertising platform for your vacancies:

- Reach students with online adverts and via social media
- Applications directly to you in the manner of your choosing
- Flexible package options available
- Adverts active for one month with weekly social media boost (if selected)

Why choose this service?

It's ideal for longer-term requirements or where you prefer to use your own recruitment processes.

Rates

1. Basic one-month ad with weekly email: £25 + VAT

- The advert will run for one month on our recruitment website.

2. Basic one-month ad plus weekly social media posts: £35 + VAT

- The advert will run for one month on our recruitment website and as a social media post on our Instagram, Facebook and Twitter.

"We have a fantastic relationship with Jobshop and always find that nothing is too much trouble"

Major city centre venue.

What are the next steps?

Email jobshop@cardiff.ac.uk if you would like to place an advert.

Your Jobshop team!

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