

## Our free recruitment service

When you contact Connexions with a vacancy we offer you the following recruitment services:

- Trained staff to take your vacancy and stay in touch with you throughout the recruitment process.
- Specialist team to advise on high volume recruitment or vacancies across a number of locations.
- Advertising your vacancy in our local centres, schools and colleges, across Manchester, Salford and Tameside.
- Advertising your vacancy across Greater Manchester region on [www.cnx2jobs.com](http://www.cnx2jobs.com).
- Advertising your vacancy in our Vacancy Bulletins.
- Matching young people to your vacancy using our computerised database.
- Trained staff to discuss your vacancy with suitable young people.
- Speedier application process using our Connexions application form.

Remember we are not a commercial agency, our aim is to help you to recruit the right person for your vacancy.

"We would have absolutely no hesitation in using the Connexions Service again to recruit staff for any of our three studios and thank you and your colleagues for making our recruitment search a smooth and productive experience".

*Emma Leaper, Personnel Manager, Martin Stockley Associates, Consulting Engineers for Urbis, No 1 Deansgate*

"It's better finding jobs this way. Everything you need to job search is in one place".

*Amy (aged 17)*

"cnx2jobs is really helpful when job searching - and it's free! I can now come to the Connexions Centre specifically to look for jobs".

*Haslyn (aged 18)*

Local Connexions Contact:

If you have a vacancy in Manchester, Salford or Tameside please call

**084567 13 2 19**

If you would like advice on recruiting large numbers of young people or have vacancies in a number of locations please call

**0161 245 4945**

**Better**  
CHOICES

## RECRUITING YOUNG PEOPLE IS MORE THAN JUST A NUMBERS GAME

Connexions offers a **FREE** recruitment service to help you get it right.

- We place **1,300** young people into employment and training every year
- We recruit for over **600** employer vacancies every year
- We have **33,000** 16-19 year olds on our database
- We have **10,000** visitors to our website every month, and growing
- We advise **13,000** school leavers every year.

connexions



## What is Connexions?

Connexions is the national information, advice and guidance service for all young people. Better Choices delivers the Connexions Service in Manchester, Salford and Tameside. Everyday our advisers work with job seekers aged 16-19 in schools, colleges and the Connexions Centres.

By working together and matching their interests and abilities to your needs we are able to offer a free, fast and efficient service whenever you need to recruit a young person.

We are already working with national and local employers across a variety of sectors. Talk to Connexions and find out how we can help you.

**connexions**

The best start in life for every young person

## How can Connexions advise employers?

Connexions is the lead agency working with young people in your area. We have many years experience placing young people into work and training and want to share our experience with you to help you successfully recruit and retain your young staff.

Before you recruit a young person, think about the following:

- If you want to recruit a school or college leaver, it's all about **TIMING**. Tell us about your vacancies in **JANUARY** so school and college leavers can apply before they start preparing for exams.
- Are you asking the right **QUESTIONS?** You may need to adapt your **RECRUITMENT PROCESS** to take into account the experience of your candidates.
- Today's young people leave school and college with a wide range of **QUALIFICATIONS**. To shortlist the most appropriate candidates you need to know how qualifications **COMPARE**.
- The right **TRAINING** will make your vacancy more attractive. It will improve your workforce by raising **SKILLS** levels and help to **MOTIVATE** and **RETAIN** staff.
- **APPRENTICESHIPS** are Government funded work based training programmes for 16-24 year olds and give you the chance to develop the skilled staff you need for your business.
- Are you aware of the **EMPLOYMENT LEGISLATION** that affects young employees? We can provide you with information and point you in the right direction.
- You could be eligible for Government funding from the **LEARNING AGREEMENT** and receive up to £40 per week in **WAGE COMPENSATION** and a bonus payment when the young person completes their learning.

## What is cnx2jobs?

Connexions recognises young peoples affinity with the internet and has developed [www.cnx2jobs.com](http://www.cnx2jobs.com), a job search website, to market your job and apprenticeship vacancies in an interactive and attractive way.

cnx2jobs is the only job search website aimed at 16-19 year olds to advertise vacancies across Greater Manchester. The website enables young people in the region to access your vacancies in school, college, at home or in one of our Connexions Centres, and gives you access to a wider pool of candidates.



Visit [www.cnx2jobs.com](http://www.cnx2jobs.com) and view the range of vacancies we are advertising to young people. You can find out more about Connexions in Manchester, Salford and Tameside at [www.cnx2.co.uk](http://www.cnx2.co.uk)

If you are thinking about recruiting a young person call Connexions first! ☎ **084567 13 2 19**