

# Headstart career events

Spring 2012



# Welcome to the spring term career guide

The events in this guide are designed to help you decide which career is right for you. Inside, you'll find skills workshops, career events and other useful sessions.

To book your place please visit [www.reading.ac.uk/seecc/events](http://www.reading.ac.uk/seecc/events).

Please note that events may be cancelled if there are not enough students attending, so please sign up. Bookings are normally opened 14 days before the event but you can set up reminder alerts using TargetConnect. If you do not book in advance, you may not be admitted to the session.

**Important:** If you are no longer able to attend it is your responsibility to cancel your booking so that someone else may attend in your place. Speakers often travel a long way and give up a lot of their time to come to Reading. Failure to honour a commitment like a workshop creates the impression that Reading students are unprofessional and makes employers less likely to target the University in the future.

## January

**Monday 16**

**CV session for work experience and placements**  
1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that placement or work experience job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

**Tuesday 17**

**CV session for final-year students**  
1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that graduate job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

**Wednesday 18**

**CV session for work experience and placements**  
1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that placement or work experience job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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**Thursday 19**

## **CV session for final-year students**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that graduate job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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**Monday 23**

## **CV session for final-year students**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that graduate job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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## **Finding work experience for life science students**

1.00 pm – 1.50 pm

**Carrington Building 201**

Come and find out where to find work experience for students studying life science degrees.

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**Tuesday 24**

## **International students working on campus**

1.00 pm – 1.50 pm

**Carrington Building 101**

RUSU has five full-time, paid, one-year job roles which start in July 2012. If you are interested, please come along to find out more. This session also includes immigration information specific to international students who want to go for the job.

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## **CV session for work experience and placements**

1.00 pm – 1.50 pm

**Palmer G04 – Sign up online to attend**

Want to improve your chances of getting an interview for that placement or work experience job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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**Wednesday 25**

**Where to find part time jobs**

1.00 pm – 1.50 pm

**Carrington Building 101**

Gain some practical advice on where to look for local work while you study.

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**CV session for final-year students**

1.00 pm – 1.50 pm

**Palmer G02 – Sign up online to attend**

Want to improve your chances of getting an interview for that graduate job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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**Thursday 26**

**CV and applications for placement students**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Get advice from a graduate recruiter on what makes a good application form; what they want to hear and things to avoid! Primarily for students applying for placements but open to all students. Presented by Symphony IRI Group.

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**Friday 27**

**CV session for work experience and placements**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that placement or work experience job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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**Monday 30**

**CV session for final-year students**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that graduate job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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**Tuesday 31**

**Application forms for finalists – with Network Rail**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

With over 50 graduates applying for popular roles, this session will show you how to stand out from the crowd. Find out the details from a leading employer who recruits from all disciplines.

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**CV session for work experience and placements**

1.00 pm – 1.50 pm

**Palmer G04 – Sign up online to attend**

Want to improve your chances of getting an interview for that placement or work experience job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

# February

**Wednesday 1**

**Where to find volunteering opportunities**

1.00 pm – 1.50 pm

**Carrington Building 101**

Gain some practical advice on where to look for volunteering opportunities that will boost your skills and CV.

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**CV session for final-year students**

1.00 pm – 1.50 pm

**Palmer G04 – Sign up online to attend**

Want to improve your chances of getting an interview for that graduate job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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**Thursday 2**

## **Going for interviews and telephone interviews**

**1.00 pm – 1.50 pm**

**Carrington Building 101 – Sign up online to attend**

Now is a vital time to learn how to enhance your interview techniques. Attend this workshop to learn how to convince the interviewer that you're the best candidate for the job. This workshop will cover advice on how to prepare for an interview and how to answer tough questions. You will have the opportunity to practise some competency-based questions and receive feedback from a member of the Hays internal recruitment team. The workshop will be followed by a presentation on the graduate and placement opportunities that Hays have to offer.

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**Friday 3**

## **Mock interviews – with Deloitte**

**By appointment only**

**Sign up at the Careers Centre**

This is a rare opportunity to have a one-to-one mock interview with a graduate recruiter – Deloitte. These sessions book up quickly, so sign up early to avoid disappointment. To book, please bring a copy of your CV or application form to the Careers Centre.

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## **CV session for work experience and placements**

**1.00 pm – 1.50 pm**

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that placement or work experience job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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**Monday 6**

## **Interview skills for the nervous**

**1.00 pm – 1.50 pm**

**Carrington Building 101 – Sign up online to attend**

If the thought of an interview gives you sleepless nights then come to this session and get tips from a careers professional on how to manage your nerves.

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**Tuesday 7**

## **Working with animals**

1.00 pm – 1.50 pm

**Palmer 103 – Sign up online to attend**

This session has been specifically designed with Animal Science and Zoology students in mind, but is open to all. We will provide you with the opportunity to speak to people whose careers involve working with animals. We are aiming to include some or all of the following roles/ organisations: Guide Dogs For The Blind, bird conservation, a wildlife/ leisure park, animal nutritionists, veterinarians, and academic animal behaviour research. If you want ideas or want to know how to secure a role working with animals then make sure you come along. (You must sign up in advance to attend as external speakers may cancel it if there is not enough interest.)

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## **CV session for work experience and placements**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that placement or work experience job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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**Wednesday 8**

## **CV session for work experience and placements**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that placement or work experience job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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**Thursday 9**

## **Journalism workshop**

1.00 pm – 3.00 pm

**Palmer 101 – Sign up online to attend**

This is a free workshop run by News Associates where you will get to write an article in a mock 'real-life' breaking news exercise. This will provide you with invaluable experience. There will also be time at the end of the session to get feedback on your work and advice on journalism careers.

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## **CV session for final-year students**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that graduate job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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**Friday 10**

## **CV session for final-year students**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that graduate job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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**Monday 13**

## **Mock interviews – with PricewaterhouseCoopers**

By appointment only

**Sign up at the Careers Centre**

This is a rare opportunity to have a one-to-one mock interview with a graduate recruiter – PricewaterhouseCoopers. These sessions book up quickly, so sign up early to avoid disappointment. To book, please bring a copy of your CV or application form to the Careers Centre.

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## **CV session for work experience and placements**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that placement or work experience job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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**Tuesday 14**

## **Discover the real you (MBTI session)**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Take this personality questionnaire on self-awareness to help focus your career path and highlight the jobs you're most likely to succeed in.

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## **Where to find work experience for Arts and Humanities students**

1.00 pm – 1.50 pm

**Carrington Building 201 – Sign up online to attend**

Wondering where to find work experience for students studying Arts, Humanities and Social Science degrees? Come to this session to find out more.

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**Wednesday 15**

## **UROP: an essential guide for students**

1.00 pm – 1.50 pm

**Carrington Building 101**

Are you thinking about applying for a summer UROP (Undergraduate Research Opportunities Programme) placement? UROP placements are open to undergraduates who will graduate in 2013 and they are PAID (further information: [www.reading.ac.uk/urop/ForStudents](http://www.reading.ac.uk/urop/ForStudents)). This session offers information and advice on how to apply and what to expect.

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## **Making the most of the Volunteering Fair**

1.00 pm – 1.50 pm

**Palmer 108**

This session will give you valuable tips on how to make the most of RUSU's Volunteering Fair, which will take place on Wednesday 22nd February. The session will provide advice on networking and how to prepare your CV for the fair.

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## **RED award sign-off session**

1.00 pm – 2.30 pm

**URS 2s12**

Once you have completed your RED Award requirements, you can register for a sign-off session to demonstrate the skills you have learnt and developed. Please see the RED Award website for further details and a complete list of sign-off dates ([www.reading.ac.uk/redaward](http://www.reading.ac.uk/redaward)). You must sign-up via RISIS to attend this session.

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**Thursday 16**

## **'Strengths' session**

1.00 pm – 2.30 pm

**Palmer G02 – Sign up online to attend**

Do you want to identify what you are good at and what energises you? Employers are increasingly looking at strengths as a way of assessing applicants. This seminar will help you identify and unlock the unique strengths you can bring to bear – of great help in clarifying your job choice and improving your CV, applications and performance at interview.

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**Friday 17**

## **CV session for final-year students**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that graduate job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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## Mock interviews – with Ernst & Young

### By appointment only

#### Sign up at the Careers Centre

This is a rare opportunity to have a one-to-one mock interview with a graduate recruiter – Ernst & Young. These sessions book up quickly, so sign up early to avoid disappointment. To book, please bring a copy of your CV or application form to the Careers Centre.

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Monday 20

## CV session for final-year students

1.00 pm – 1.50 pm

#### Carrington Building 101 – Sign up online to attend

Want to improve your chances of getting an interview for that graduate job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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## Careers in museums, galleries, libraries and archives

1.00 pm – 1.50 pm

#### Carrington Building 201 – Sign up online to attend

Considering a career in the cultural heritage sector? Find out what it takes to be successful and what you can do now to get started.

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Tuesday 21

## CV session for work experience and placements

1.00 pm – 1.50 pm

#### Carrington Building 101 – Sign up online to attend

Want to improve your chances of getting an interview for that placement or work experience job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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## Careers in Human Resources and Higher Education

1.00 pm – 1.50 pm

#### Carrington Building 201 – Sign up online to attend

Ever wondered what a career in higher education might involve? This session looks at the opportunities for staying on and getting a job in a university. There will also be a particular focus on careers in Human Resources.

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## RED award sign-off session

1.30 – 3.00 pm

### Palmer 104

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Wednesday 22

## Practice psychometric test – with Bloomberg

1.00 pm– 5.00 pm

### Palmer 101 – Sign up online to attend

The Bloomberg Assessment Test (BAT) is a global, standardised online test developed by the Bloomberg Institute. The BAT allows students to measure their aptitude for a financial career, uncover their strengths relevant to the industry, and demonstrate value to hundreds of thousands of recruiters.

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## Careers in the media

1.00 pm– 1.50 pm

### Carrington Building 201 – Sign up online to attend

A very popular option for many students, but what do people actually do and how do you break into such a competitive area? Come along and hear from people working in the industry and find out about work experience opportunities.

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Thursday 23

## Practice Psychometric test – with

### PricewaterhouseCoopers

1.00 pm– 2.30 pm

### Carrington Building 101 – Sign up online to attend

Don't get caught out! Try this paper based test used by the major graduate recruiters. Limited spaces are available so book early to secure a place.

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## Postgraduate study options for

### Arts and Humanities students

1.00 pm– 1.50 pm

### Carrington Building 201 – Sign up online to attend

Thinking of staying on to do further study? Come along and find out about the benefits of staying in Reading. There will also be a chance to hear about potential funding opportunities and the latest UROP projects available this summer.

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**Friday 24**

## **Careers in publishing**

1.00 pm – 1.50 pm

**Carrington Building 201 – Sign up online to attend**

Find out about the different roles involved in the publishing industry and what it takes to get your first job.

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**Monday 27**

## **Using social media to get graduate jobs**

1.00 pm – 1.50 pm

**Palmer G09 – Sign up online to attend**

Want to know how to use LinkedIn and other social media to help you find a job after you graduate? Come along to this session to find out how to use these popular sites.

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**Tuesday 28**

## **Application forms session**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Do you want to improve the quality of your applications? Come along to this session with Ipsen to find out how to complete application forms from the employer's perspective. Places are limited, so sign up now.

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## **Personal branding**

1.00 pm – 1.50 pm

**Carrington Building 201 – Sign up online to attend**

Understanding the importance of personal branding in your job search and how to develop your own brand.

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**Wednesday 29**

## **Spring careers and placements fair**

11.00 am – 3.00 pm

**Palmer Building**

It's not often that you get to meet over 50 graduate employers, gap year organisations and postgraduate course providers in just one day. Whether you are in your final year, wanting a placement or summer internship, interested in postgraduate study or volunteering opportunities, this is a must attend event.

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## RED award sign-off session

1.00 pm – 2.30 pm

### URS 2s12

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# March

## Thursday 1

### UROP: an essential guide for students

1.00 pm – 1.50 pm

#### Carrington Building 201 – Sign up online to attend

Are you thinking about applying for a summer UROP (Undergraduate Research Opportunities Programme) placement? UROP placements are open to undergraduates who will graduate in 2013 and they are **paid** (further information: [www.reading.ac.uk/urop/ForStudents](http://www.reading.ac.uk/urop/ForStudents)). This session offers information and advice on how to apply and what to expect.

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### CV session for final-year students

1.00 pm – 1.50 pm

#### Carrington Building 101 – Sign up online to attend

Want to improve your chances of getting an interview for that graduate job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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## Friday 2

### CV session for work experience and placements

1.00 pm – 1.50 pm

#### Carrington Building 101 – Sign up online to attend

Want to improve your chances of getting an interview for that placement or work experience job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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**Tuesday 6**

### **CV session for final-year students**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that graduate job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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### **RED award sign-off session**

1.00 pm – 2.30 pm

**URS 2s21**

Once you have completed your RED Award requirements, you can register for a sign-off session to demonstrate the skills you have learnt and developed. Please see the RED Award website for further details and a complete list of sign-off dates ([www.reading.ac.uk/redaward](http://www.reading.ac.uk/redaward)). You must sign-up via RISIS to attend this session.

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**Thursday 8**

### **CV session for work experience and placements**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that placement or work experience job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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**Tuesday 13**

### **CV session for work experience and placements**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that placement or work experience job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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**Wednesday 14**

### **CV session for final-year students**

1.00 pm – 1.50 pm

**Carrington Building 101 – Sign up online to attend**

Want to improve your chances of getting an interview for that graduate job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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## RED award sign-off session

12.00 pm – 1.30 pm

### Palmer 105

Once you have completed your RED Award requirements, you can register for a sign-off session to demonstrate the skills you have learnt and developed. Please see the RED Award website for further details and a complete list of sign-off dates ([www.reading.ac.uk/redaward](http://www.reading.ac.uk/redaward)). You must sign-up via RISIS to attend this session.

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## Wednesday 21

## CV session for work experience and placements

1.00 pm – 1.50 pm

### Carrington Building 101 – Sign up online to attend

Want to improve your chances of getting an interview for that placement or work experience job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

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## Thursday 22

## CV session for final-year students

1.00 pm – 1.50 pm


### Carrington Building 101 – Sign up online to attend

Want to improve your chances of getting an interview for that graduate job? Gain targeted help at this session. You must sign up online to attend this event and bring your CV with you to the session.

## Headstart career events

Spring 2012

Part of the Student, Learning and Teaching Services (SLATS) Training Programme

 For more information, please contact:

**Student Employment, Experience and Careers Centre**

Student Services Centre  
Carrington Building  
University of Reading  
Whiteknights  
Reading RG6 6UA

Open 10.00am – 4.30pm, Monday to Friday

[careerscentre@reading.ac.uk](mailto:careerscentre@reading.ac.uk)

Tel (0118) 378 8359

[www.reading.ac.uk/seecc/events](http://www.reading.ac.uk/seecc/events)



THE QUEEN'S  
ANNIVERSARY PRIZES  
2009 & 2011