There are currently over 14,800 students at the University of Aberdeen, many of whom are looking for opportunities to work part-time besides their studies. The newly relaunched StudentJob service aims to advertise part-time job vacancies for registered students at the University of Aberdeen and to support their employment.

The purpose of the StudentJob service is to actively seek out and circulate information received from potential employers to students at the University of Aberdeen. The service is free for employers to use and provides an excellent platform from which to recruit suitable, talented candidates registered at the University of Aberdeen. Part-time vacancies advertised through the StudentJob service will be promoted via the CareerConnect online system, and associated StudentJob social media pages, increasing the visibility of employers using the Service amongst the students.

StudentJob can advertise part time vacancies up to 20 hours per week during term time and full time vacancies during University holiday periods. To adhere to StudentJob policies, we will not advertise vacancies which require students to be self-employed, vacancies which are based solely on commission or vacancies that are based on students working at the employer’s home.

StudentJob provides a wide range of services designed to support and meet the needs of employers. As an employer you have the access to directly post vacancies at your organisation to the CareerConnect website or simply contact StudentJob staff who will be happy to do that for you.

> Advertising with StudentJob

To advertise your vacancy using StudentJob please register and upload your vacancies by following the instructions on the ‘for employers’ webpage at www.abdn.ac.uk/careers

If you have any issues with registering and posting your job advertisements via the CareerConnect website, please do not hesitate to contact us via email on careers@abdn.ac.uk or call our support person +44 (0)1224 273601.
> Important Information

StudentJob reserves the right not to advertise vacancies which do not comply with National Minimum Wage legislation or is unfair in relation to anti-discriminatory practices. It is strongly encouraged that all advertised vacancies follow the UK National Living Wage rate.

Employers using the Service should be aware of students’ study obligations and not ask them to work an excessive number of hours during term time. At present StudentJob will only advertise vacancies up to 20 hours in total per week during term time. Full-time vacancies during the University vacations can also be advertised via the Service.

The University of Aberdeen StudentJob service has not carried out any reference, police or any other applicable checks on students and can give no guarantee as to students reliability or ability to do the job, or level of expertise. Employers shall satisfy themselves as to the suitability of any employee unless they request otherwise. The University of Aberdeen StudentJob service shall not be responsible for taking up any references unless agreed with employers beforehand.

It is the duty of employers to meet all the statutory legal requirements with regard to students employed via StudentJob. In particular, the employer is reminded of the following requirements;

Payment of tax and national insurance contributions; Adherence to Health & Safety Regulations; Provision of adequate insurance; Compliance with legislation against Anti-Discriminatory Practices in employment.

The University of Aberdeen StudentJob service shall not be liable for any loss, injury or claim incurred by the employer as a result of the student.

Employers advertising through the StudentJob service are asked to kindly notify the applicants whether or not their applications are successful. Additionally, employers are asked to inform the StudentJob service when their vacancy has been filled.
> The Bespoke Service

On-site presentations and interview facilities: The StudentJob service can arrange on-site presentations and interview facilities. We will work with you to understand your needs and evaluate how best we can help you. To arrange a visit or to discuss further please feel free to contact us.

Attending a Part-Time Jobs Fair: Employers are encouraged to attend StudentJob Fairs which will be held annually at the University of Aberdeen campus. Attending the Fair is a great way of recruiting suitable, talented candidates for any current or anticipated future vacancies your organisation might have. By attending the Fair your organisation will also have an opportunity to market its brand to students and increase its visibility amongst students at the University of Aberdeen.

Meet and Greet Days: Meet and Greet Days are an excellent method of meeting student jobseekers face to face whilst promoting your vacancies. Application forms can be distributed, interviews performed and names and contact details taken. The cost also includes promotional emails to students and the use of one of our meeting rooms or a stall in our cafe.

> Enquiries

Please do not hesitate to contact us if you have any enquiries relating to the University of Aberdeen StudentJob service in general or advertising vacancies at the CareerConnect website in particular.

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For general StudentJob enquiries please contact:

AUSA Student Advice Centre  
AUSA Students’ Union  
Elphinstone Road  
Aberdeen  
AB24 3TU  
ausaadvice@abdn.ac.uk  
+44 (0)1224 274200

For enquiries relating to advertising via the CareerConnect website please contact:

Careers Service  
AUSA Students’ Union  
Elphinstone Road  
Aberdeen  
AB24 3TU  
careers@abdn.ac.uk  
+44 (0)1224 273601