



## Careers information sheet

---

### Information Technology

ICT (Information and Communications Technology) is a growth area and there are a lot of different jobs on offer for those who are qualified. IT is sometimes known as ICT (Information and Communications Technology).

IT specialists work in most sectors such as Engineering, Construction, Business and Manufacturing. Many organisations rely heavily on their computer installations for their day to day work.

Jobs in the IT sector may be very technical - such as software developer or technical support. Some require high levels of creativity, and nearly all need good organisational and problem solving skills and commercial awareness. (Source: jobs4u)

You can get your qualifications by taking vocational courses or studying while in employment as well as by the more traditional full time education route. The important thing is to choose a route that suits you.

#### Additional sources of information

The Sector Skills Council for IT, Telecoms and Contact Centres is e-skills UK  
<http://www.e-skills.com>

For specific information on Apprenticeships in ICT  
<http://www.e-skills.com/apprenticeships>

Once in your job there are lots of opportunities for Continuing Professional Development, including developing higher level management skills or studying for a professional qualification such as Marketing. Many of these opportunities are through the British Computer Society.  
<http://www.bcs.org.uk>

ISEB professional qualifications cover all major areas including Management, Development, Service Delivery and Quality.  
<http://www.iseb.org.uk>

The e-skills Passport helps you look at your work-based IT and technology skills, and build a personal development plan with relevant qualifications.  
<http://www.e-skilspassport.com>

Several private organisations offer short courses by distance learning which can be taken while working.

#### What else should I be doing?

There's a lot you can do to help you with your ICT career:

- join a computer club or society
- get part time work/holiday jobs involving ICT
- organise your work experience/placement in a graphic design company
- look for work experience that involves customer service
- take part in Aimhigher activities such as summer schools
- consider volunteering - such as helping to write local newsletters
- improve your keyboard skills
- improve your teamwork and personal (key) skills
- develop your problem solving skills
- take part in enterprise activities to develop your commercial skills
- keep up to date by reading industry magazines such as Computer Weekly.  
<http://www.computerweekly.com>
- consider student membership of the British Computer Society
- try some distance learning IT courses through learndirect  
<http://www.learndirect.co.uk>