

4: Recruitment and organisation websites



Activity 3: Practise searching for vacancies on recruitment websites

Select two or three recruitment sites and practise searching for vacancies. Have a look on the next page for some examples of sites you could use.

Vacancy 1

Website used:

Job title	Reference number (if any)	Closing date
Employer	Hours	Wage
Qualifications required	Skills / qualities	How to apply

Vacancy 2

Website used:

Job title	Reference number (if any)	Closing date
Employer	Hours	Wage
Qualifications required	Skills / qualities	How to apply

Vacancy 3

Website used:

Job title	Reference number (if any)	Closing date
Employer	Hours	Wage
Qualifications required	Skills / qualities	How to apply

Example websites

- Adzuna - www.adzuna.co.uk
- CV Library - www.cv-library.co.uk
- Indeed (Scotland) - www.indeed.co.uk/jobs-in-Scotland
- JobsisJob - www.jobisjob.co.uk
- Jobsite - www.jobsite.co.uk
- Reed (Scotland) - www.reed.co.uk/jobs/jobs-in-Scotland
- s1jobs - www.s1jobs.com (used by the Herald, Sunday Herald and Evening Times)
- Scotjobsnet - www.scotjobsnet.co.uk
- Scottish Jobs Today - www.jobstoday.co.uk/scotland (used by The Scotsman)
- Totaljobs - www.totaljobs.com