



The Department of Engineering has a [4 Year Engineering course](#) and in the first 2 years all students follow the same syllabus, covering electrical, electronic, mechanical, software, structural and civil engineering. In the third year they specialise in one area, sometimes they also maintain an interest in another area as well. The 4th year is where they complete their Masters in Engineering.

Students can work for periods of between 4 and 12 weeks and they are available from the end of June until the end of September.

SELECTION OF CANDIDATES

The 900 undergraduate engineering students they have a very diverse range of experience and interests. On average, 15% will have undertaken work with engineering related organisations before starting the course.

If you are interested in hiring a student, there are different ways of doing this.

- ◆ Complete a specific job description or just an outline of the type of work that you want to offer directly to the students together with your contact information and you wait for responses. The advantages of this are that you are in control and can organise contact and communication yourself.
- ◆ We can circulate your details and ask them to forward their applications to us, before we collate and forward them to you for you to decide which ones you want to interview or talk to. The advantages of this are that we do some of the matching, the disadvantage is that you have to deal with the “middleman” as well.
- ◆ If you do not have a specific job in mind we can supply you with a number of CVs to allow you to identify opportunities appropriate to the students’ knowledge, skills and experiences.

SELECTION PROTOCOL

It is good idea to interview or make your selection as soon as possible after you have set the deadline for applications. Students are involved in applying for more than one placement at a time and delays usually result in a diminution of the field if you wait too long to make further contact.

We can assist to organise interviews either here in the department of engineering or at your premises. It may be useful to consider alternatively methods of arranging interviews, for example, video conferencing and telephone interviews.

Once you have run your selection process it is a good idea to make your offer quickly after the event and set a firm deadline for acceptance. Students will possibly be going forward for positions all the time and they might receive alternative offers. Given a free hand they will collect them and then pick the best one.

Students are circulated a list of rules of engagement and are made aware that participation in the Industrial Placement circulation list is dependent on them honouring their commitments.

PAYMENT

It may be simpler to hire a student as you would a normal temporary employee, and hopefully offer them reasonable payment. We do not impose any restrictions on what the student does, although we are looking for you to offer technical employment.

It is not obligatory to pay our students, however we think that you will attract a better range of students and their motivation will be better. Also, if you are paying them your own expectations are higher and we want our students to experience this element of the commercial environment.

REPORTS

Some of the students may have to produce a report, all you have to do is read it and sign it. However you are invited to give constructive feedback to the student via a formal assessment and summary.

We expect our students to adhere to all confidentiality agreements and not to divulge any sensitive information.

CONTACT

Industrial Placement Coordinator
Department of Engineering, Trumpington Street, Cambridge, CB2 1PZ
+44 1223 332791
placements-coordinator@eng.cam.ac.uk
<http://placements.eng.cam.ac.uk>