Nottingham University
Business School

UK | CHINA | MALAYSIA

Digital Placements

Partner Handbook

Introduction

The University of Nottingham is consistently ranked in the top ten for employability according to The Graduate Market, High Fliers Research, and remains the second most targeted university in the UK by graduate employers. Through our Digital Centre of Excellence, we offer both Microsoft and SAP qualifications, ensuring that our graduates are competitive in the current job market, and enhancing both their skillset and career prospects. The Digital Placements Programme aims to match early talent with businesses that need these digital skills, helping them shape and grow their talent pipeline.

Fast-tracking digital placements - the way it works

Penultimate year students at Nottingham University Business School have the opportunity to take a placement, which is a year out of their degree to become a paid employee of your company. This is effectively a nine-month to one year fixed-term contract with roles usually starting between July to September.

The Digital Placements Programme identifies students with an aptitude for, and an interest in, digital technologies. We provide an opportunity for our partners to shape their early talent pipeline by guiding students to professional certifications that align with their business needs. This means that our students can start on day one of a placement with a working knowledge of what the business needs. We recognise that the on-boarding process around placements can be time-consuming. The fast-track placement process aims to make the process easier for our partners to engage with the University of Nottingham.

> 75% of companies report a shortage in digital skills[1] and 66% of employers now want to see graduates achieve professional qualifications alongside their degree[2]

> "We have four Nottingham placement students across our SAP architecture, delivery and functional teams. We are really pleased with their performance - they have tackled everything we have thrown at them in around one third the time we expected".
>
> Steve Clark: VP - Boots Centres of Expertise (International Technology & Advanced Analytics)

Placement On-boarding Process

Our placements team support you to make the on-boarding process as easy as possible.

1. Contact us so we can find out all about your company, requirements and how we can best help your business.
   NUBSPlacements@nottingham.ac.uk

2. Submit your company's placement role via University of Nottingham MyCareer for Employers website. We can help you write the job description.
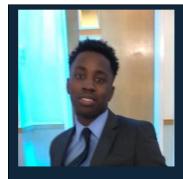   MyCareer for Employers

[1] World University Rankings 2020
[2] CMI 21st Century leaders report

3. Within the job description, please specify which SAP or Microsoft professional certifications meet your business requirements. As a guide, if you post your company's role in October/November (at the start of the academic year) this will enable our students time to complete the certifications before they start their placement the following September. If you choose to, placements can be contingent on a student passing the specified certification.

4. The university will advertise and receive applications for your role and will screen applications to find you the most suitable placement candidates.

5. We will send you the applications and you then select those students that you want to interview.

6. For the interviews or assessment style activities, we can host you on campus, and help you design the day and make this as easy for you as possible.

7. You can make the hire on the day or give yourself some time to accept or decline candidates.

8. The placement will be formalised after the student signs a contract, and you have completed the University Employer Partnership Agreement Form.

9. The Placement team provides support for you and the student throughout the placement year.

10. The student completes their placement with you after 9 -12 months

11. Future options are flexible. You can choose whether you would like to take no further action, offer the student a graduate offer post completing university, or even incentivise students to return to your company by offering part time work to help them through their final year.

12. Our team can help you re-recruit for the following cycle if you wish.

Annabel Mair

Microsoft Customer Success Account Manager
BSc Management with Placement Year 2023

"For my year in industry I undertook a placement with Microsoft. I completed three Microsoft certifications which provided me with a strong fundamental understanding of the technology used to run companies across the world."

Ayodele Fagbohunka
Vision 33 Business by Design Junior Consultant
BSc Finance, Accounting and Management with Placement Year

"I had a wonderful experience, I was able to develop my ability to independently find solutions to complex problems. This taught me how to find solutions even in a high-pressure working environment."

Your Key Contacts

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Find out more about our Digital Centre of Excellence at
nott.ac/digitalprofessionalskills