



Brunel Business School presents



Business Life

Brunel
UNIVERSITY
WEST LONDON

The Business **Life** Programme brings together a range of activities supportive of your career development – on offer both in the Business School and across Brunel University – under a single umbrella. The programme aims to equip you for success in business.

Acquiring key business skills now will significantly enhance your chances of a successful career once you graduate.

To access Brunel Life please visit our website:

www.brunel.ac.uk/bbs

Business **Life** Programme Partners include:



Best XI

Brunel Enterprising Student Talent Networking Event

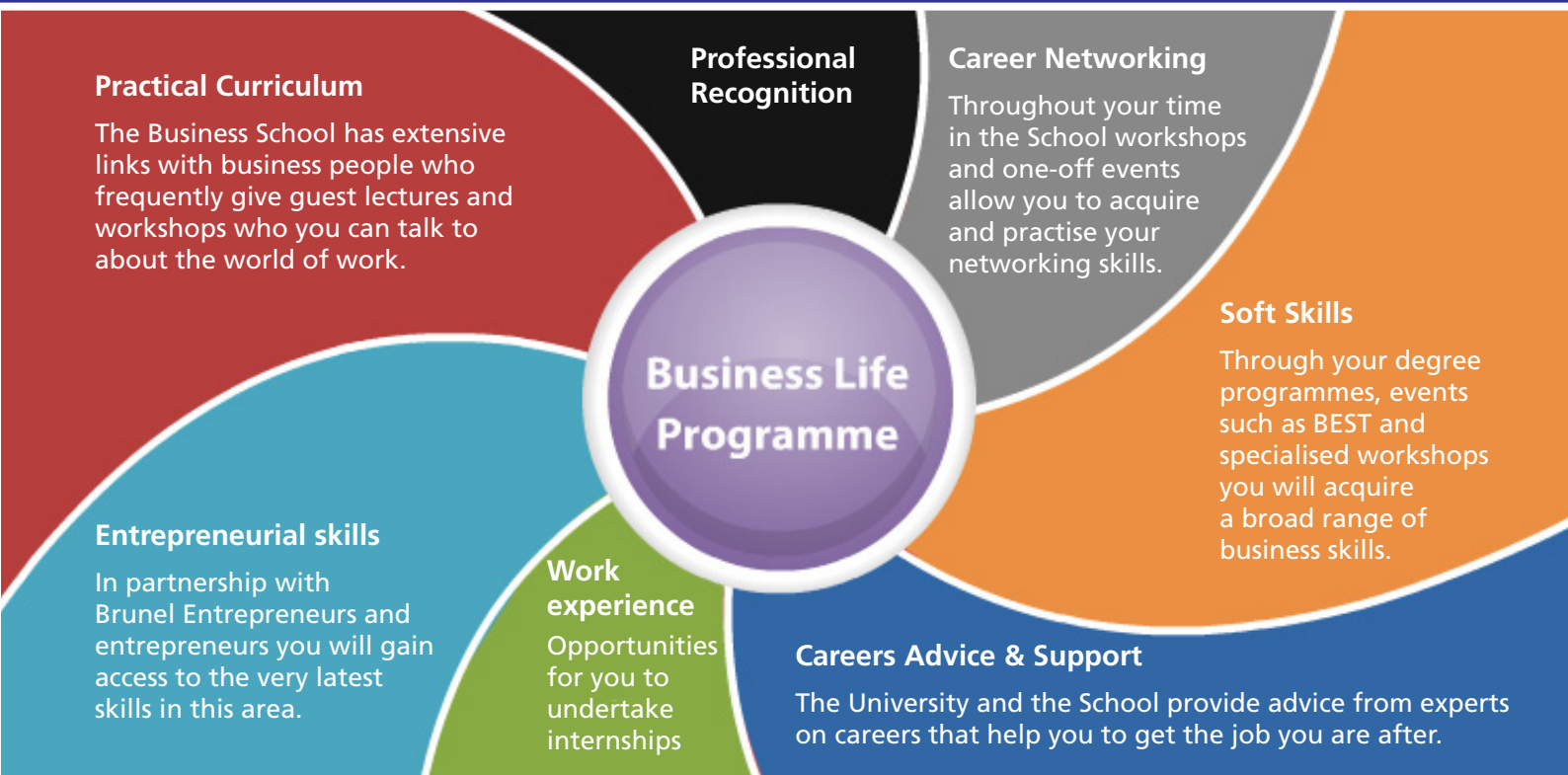
Placement & Careers Centre

Brunel Volunteers

Brunel Entrepreneurs

Employers need these skills. The chart below is designed to help you to remember all the skills you have acquired during your time in BBS. You have to be distinctive in the labour market, so make sure you can fill this with evidence and use this when you are writing your CV and being interviewed.

Generic skills	Evidence for these skills
<p>Communication</p> <ul style="list-style-type: none"> Capacity to effectively communicate in written, spoken, graphic & non verbal forms Capacity to present information so that it is understood by others, adopting an appropriate style, tone and language to inform and influence 	
<p>Planning and organising</p> <ul style="list-style-type: none"> Capacity to time and resource manage Capacity to organise work Capacity to monitor own performance Capacity to prioritise tasks Capacity to establish a course of action to accomplish a specific goal 	
<p>Team work</p> <ul style="list-style-type: none"> Capacity to interact effectively with others one to one and in groups Capacity to understand and respond to client needs Capacity to work as an effective team member Capacity to seek feedback, discuss and accept ideas from others Capacity to encourage contributions, to listen actively to others and to participate to see task through to completion 	
<p>Initiative and Enterprise</p> <ul style="list-style-type: none"> Capacity to develop skills that contribute to innovative outcomes Capacity to identify opportunities not obvious to others Capacity to develop entrepreneurial skills and abilities 	
<p>Customer service/focus</p> <ul style="list-style-type: none"> Capacity to understand and anticipate the needs of a customer Capacity to encourage contributions, to listen actively to others and to participate to see task through to completion 	
<p>Commercial awareness</p> <ul style="list-style-type: none"> Capacity to understand the business environment Capacity to recognise how new events and situations affect an organisation Capacity to understand the nature and effects of competition 	
<p>Problem solving</p> <ul style="list-style-type: none"> Capacity to engage in critical thinking and analytical consideration 	



Business Life Contacts

The Business School benefits from its network of top level contacts across the public, private and not for profit sectors. The guidance and advice given by these business people is invaluable in helping students gain the business life skills required in the business world. Companies currently working with the Business School include British Airways, Xerox, IBM, i2i media, Beem, CITAS and Ealing Borough Council.

Chaired by a top executive from the private sector and with members representative of the full spectrum of the business world, the School's Advisory Board advises the School on the development and delivery of its programmes of study.

Employers have commented on the Business Life Programme

"Brunel Business School's Business Life programme provides students with practical knowledge and a feel for the "real" business world"

Volkswagen Financial Services

"The Business Life Programme gives an unfair advantage in the competitive and exciting world of tomorrow"

Kerl, Founder and CEO of Mobile Sense/Beem

"The School's Business Life Programme will further enhance the students' business skills"

Olivera Markovic, Deputy Manager, CITAS

"The Business Life Programme will help them in getting the job they want"

Philip Radley-Smith, i2i Media LTD

"I fully support the Business Life Programme as it is a step towards enhancing student employability"

Justin Hossain, Test Lead

"I fully support Brunel Business School which positively encourages students to take a year out to work in industry. It gives students the edge over other graduates. Brunel Business School graduates who have done a student placement with us are more likely to secure graduate employment with us than those who didn't do a placement"

Nick Gray, Xerox





Business Life

The Business School's Business Life programme will

- help you to acquire a range of employability skills
- help to give you a distinct edge in the labour market
- help you to develop networking skills
- give you opportunities to work as paid or unpaid interns or placements.
- enable you to manage your career search effectively
- allow you to acquire skills in CV writing and interviewing competencies.
- provide you with access to a wide range of training and development opportunities.

www.brunel.ac.uk/bbs

Professional Recognition

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The School maintains close relationships with the relevant professional bodies in accountancy management, and marketing to ensure that our courses prepare students for a career in either profession. Graduates of the Business School enjoy exemptions from the professional examinations run by bodies such as the ACCA, CIMA and the CIM.

The Business School is a member of the AACSB, EFMD and the Association of Business Schools – organisations

recognised throughout the world for their role in the development of quality business education. Master's level programmes are currently accredited by the Chartered Institute of Purchasing and Supply and the Association of MBAs and we are in talks with the Chartered Institute of Personnel and Development and the Chartered Institute of Logistics and Transport about further recognition for our programmes.