

# CCDU CAREER DEVELOPMENT SERVICES



# GRADUATE RECRUITMENT PROGRAMME (GRP)

*Company Guide 2024*

# 2024 OFFERINGS AND RATES

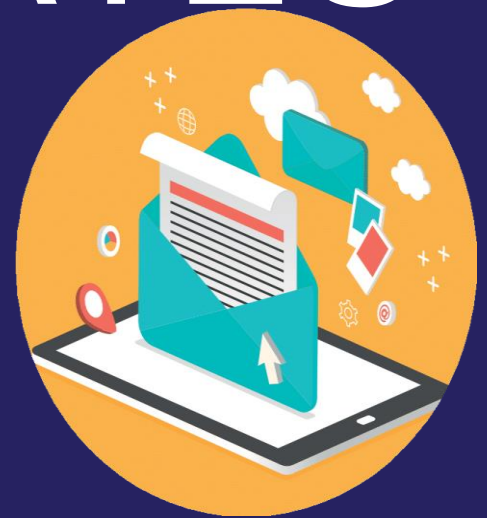
## 1. Email blasts

For those seeking to uphold brand visibility without a physical on-campus presence and to inform students about current opportunities, the most suitable option involves delivering targeted email communications to the preferred cohort of students. Selection criteria may include faculty, degree, and year of study.

**Cost – R1 800.00 per faculty**

Wits has 5 faculties; Commerce Law & Management (CLM), Humanities, Health Sciences, Engineering and the Built Environment, Sciences.

<https://www.wits.ac.za/faculties-and-schools/>



## 2. Social Media Posting

Graduate Recruitment Facebook, Twitter, LinkedIn, TikTok and Instagram.

**Cost – R900**



# 3. Graduate Recruitment Careers Guide

Companies are invited to showcase their presence in the Graduate Recruitment Programme career guide through advertising opportunities. Advertising spaces will be allocated on a first-come, first-served basis, and confirmation of advertisements is contingent upon receipt of payment. Please note that no refunds will be issued for cancellations made after the closing date, and all cancellation requests must be submitted in writing.

The career guide is meticulously curated with a wealth of job and career-related resources, aimed at enhancing the skills and readiness of students for the professional world and its associated opportunities. This guide provides an excellent platform for companies to elevate their brand visibility and promote graduate opportunities. We encourage companies interested in contributing articles or writing for the newsletter to reach out to Bongji Ndlovu at [bongji.ndlovu@wits.ac.za](mailto:bongji.ndlovu@wits.ac.za).

**Cost – R7 500.00 per single page advert**

Closing date for submissions: 15 March 2024

To book your space click here: <https://ccdu.wits.ac.za/ccdu-grp/ccdulogin>

# 4. Hire a Student Ambassador

Companies have the opportunity to leverage the assistance of students for the promotion of their brand, events, and graduate opportunities to their peers. These student promoters are engaged at the University's part-time student rates per hour. For additional details and inquiries, please contact us via email at [grp\\_ccdu@wits.ac.za](mailto:grp_ccdu@wits.ac.za)

# 5. Student Employment Portal

The student employment portal is accessible to all Wits registered students. Share your internships, part-time and graduate opportunities, as well as bursary and scholarships to the Wits community online. Directly upload opportunities and have access to student applications.

**Cost:**

**R6500.00 for 90 days**

Part time / vacation work / casual work / internships 12 months and below are posted free of charge



# 6. Virtual Events

## Virtual Presentations

Present your graduate opportunities and company to students online via Ms Teams. An hour is allocated for the entire presentation. GRP will market and advertise your presentation to students through GRP social media platforms and via a targeted email. Should you wish to have students RSVP you are welcome to provide a link and/or email to receive reservations. Alternatively, you can host the presentation on your preferred company platform and GRP will market your event to your targeted students. These virtual presentations commence in March 2024 till September 2024 subject to the University term dates. Cancellations made 3 weeks prior to the event will be liable for full costs.

**Cost – R2500**

**Company Platform – R1800**

## Virtual Career Webinars

The Virtual Webinars will be conducted on the Zoom platform, with each participating company allocated a dedicated 30-minute slot. A platform for engaging in Q&A sessions and sharing resource links will be facilitated. These webinars are strategically designed to equip students for the job search and the transition into the professional realm. Secure your slot to impart invaluable career tips, advice, and insights on existing career prospects and opportunities to our students who are on the cusp of entering the workforce.

The following webinars will take place **limited to 10 companies** per webinar:

### Internship – 15 May

Companies are requested to structure their presentations to cover the following for the students:

- Understanding the Importance of Internships
- Developing Marketable Skills
- Building a Professional Network
- Resume and Interview Tips
- Workplace Etiquette and Professionalism
- Seeking and Evaluating Internship Opportunities

### General Careers Webinar – 18 July

This webinar aims to provide students with a well-rounded understanding of the career landscape, equip them with practical skills, and inspire them to pursue their goals with confidence. Companies are requested to choose one or 2 areas they are most comfortable to present on from the below:

- Career Exploration & Industry Insights
- Self-Assessment
- Building a Professional Brand
- Job Search Strategies & Career Advancements
- Interview Skills
- Professional Development

Navigating the Workplace & Diversity and Inclusion, Entrepreneurship and Freelancing, Work-Life Balance & Financial Literacy, Career Advancement.



# On Campus Events

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## 1. Career Fairs

The career fairs present companies with a platform to strategically promote their organizations to students. Staff and student assistants will be accessible from 07:30 in the morning on the day of the event to provide support. We kindly request that companies refrain from distributing hand-outs capable of generating loud noises that may disrupt classes or pose a risk to others, either directly or indirectly. Please be aware that there may be instances of load shedding during the career fairs. However, rest assured that there is a backup power system in place, designed to activate almost immediately following any power outage.

### Cost – R16 000 per single stand (excl. tax)

The listed company price encompasses the provision of a shell scheme, a plug point, a light, inclusion of the name on the fascia, a trestle table, 2 chairs, and a hot lunch for a maximum of 3 individuals for a single stand. The Career Fairs operate from 08:30 to 15:30. Regarding setup, companies have the voluntary option to arrange it either on the evening before the event or the morning of the event. In the event that companies choose to set up the evening before the fair, neither the Counselling and Careers Development Unit nor the University of Witwatersrand will assume liability for any damage, loss, and/or theft to property and/or belongings. Companies opting to construct their own stand and selecting a double stand configuration will qualify for a discount.

### Important Career Fair Dates:

**Science, IT & Engineering: 18 April**  
**Accounting: 7&8 May**  
**General: 25 July**

### Applicable Discounts and Promotions:

- Accounting Fair:**
  - Enjoy a 20% discount for the second day if you participate on both days.
- Across All Career Fairs:**
  - Choose any of our career fairs and receive a ONCE-OFF social media post and emailer targeting your specific cohort of students.
- Double Stand Bonus:**
  - Opt for a double stand at our fair and receive a complimentary webinar slot as an additional benefit. If constructing your own double stand receive a further 50% discount.

To register click here: <https://ccdu.wits.ac.za/ccdu-grp>

## 2. Company Presentation

Evening presentations to students are scheduled on either East or West Campus, from 17:00 to 19:30 at the latest. Companies are required to provide posters and marketing materials for us to effectively promote and advertise your presence to students. These posters (limited to 25, no larger than A3 size) will be prominently displayed on notice boards targeting specific student demographics.

Companies have the option to manage student RSVPs and catering for these presentations. For further details, please contact the GRP Office at [grp.ccdu@wits.ac.za](mailto:grp.ccdu@wits.ac.za). While audio-visual equipment will be available for the presentation, it's important to note that laptops will not be provided. A dedicated technician will be on hand to assist with setup, and the presentation will be announced on the campus radio station. Each presentation is scheduled to commence at 17:00, contingent on the venue.

Please be advised that companies will only have access to the venue during the specified times and not earlier unless lectures conclude ahead of schedule.

For companies utilizing this service, it is imperative to ensure the delivery of marketing materials one month

prior to the event to facilitate effective marketing to students.

**Cost – R4 500.00**

### **3. Company Showcase**

Showcases bear resemblance to career fairs, differing in that only one organization is featured on the designated day. The event spans from 08:00 to 15:30. GRP will undertake the responsibility of marketing your visit to the students you specifically target. To facilitate effective promotion, companies are kindly urged to furnish marketing materials in advance.

**Cost – R15 000.00**

### **Professional Speed Dating**

The Professional Speed Dating event provides an excellent platform for securing top-performing students from Wits University to enrich your talent pool. This event not only offers Wits students a practical insight into real-life interviews but also imparts the essential skill set sought by industries in recent graduates. Attendees typically maintain an academic standing of 65% or higher, representing diverse faculties across the university.

Participation in this event is entirely cost-free.

The structured setup allows each student to engage with a professional for 5 minutes, rotating through these interactions for 30 minutes with a 15-minute break for snacks in between.

For sponsorship opportunities and additional details, please contact: [grp.ccd@wits.ac.za](mailto:grp.ccd@wits.ac.za).

**Date: 30 August, 16h00 – 20h00pm**

## **7. Partner Services**

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### **1. Journey to Employability & Economic Participation Programme**

Cultivate a collaborative alliance with the Wits Careers Centre to actively contribute to the cultivation of universally proficient graduates. Your engagement in facilitating presentations and workshops will serve as a cornerstone in elevating students' skill sets, ensuring a smooth transition into the professional realm. The program places a distinct emphasis on honing students' job search skills and fostering the development of industry-ready graduates.

Participation in this impactful initiative is offered at no cost.

For an in-depth understanding of the program and to explore collaboration opportunities, we invite you to connect with Bongi Ndlovu via email at [grp.ccd@wits.ac.za](mailto:grp.ccd@wits.ac.za).

### **2. Recruiters Welcome Breakfast**

The event is designed to establish a platform for members of the recruiting community to actively engage with university stakeholders. As integral partners in our shared mission to foster the development of young individuals into active and innovative contributors to society, the CCDU warmly invites your participation to facilitate meaningful interactions and provide valuable feedback.

Attendance at these events comes at no cost. For additional information, please feel free to reach out to us via email at [grp.ccd@wits.ac.za](mailto:grp.ccd@wits.ac.za).

### **3. Partner Recruiters Thank you Dinner**

This is an event specifically organized to express gratitude and recognition to recruiters who have strategically partnered with the Graduate Recruitment Program throughout the year. This initiative acknowledges and appreciates the substantial contributions and collaborative efforts made by these recruiters in achieving the

program's objectives. For more information on how to strategically partner with the GRP on this initiative, email [Bongi.ndlovu@wits.ac.za](mailto:Bongi.ndlovu@wits.ac.za)

# 8. Payments, Ts & Cs

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## 1. Invoicing and Payment

- Companies should allow max 10 days for the processing of an invoice once in receipt of a signed quotation and / or purchase order document.
- Cancellation procedures are applicable once bookings are reserved and quotation signed / purchase order document received. All cancellations must be submitted in writing to [bongi.ndlovu@wits.ac.za](mailto:bongi.ndlovu@wits.ac.za) and CC [grp.ccd@wits.ac.za](mailto:grp.ccd@wits.ac.za)
- Please note all prices excl VAT.
- Services will ONLY be rendered upon receipt of proof of payment sent to finance for the attention of Joseph at [joseph.godzwana@wits.ac.za](mailto:joseph.godzwana@wits.ac.za) and CC [grp.ccd@wits.ac.za](mailto:grp.ccd@wits.ac.za)

### Terms and Conditions

Participation is subject to the Terms and Condition. All bookings will ONLY be confirmed upon receipt of proof of payment of your selected services. No service will be rendered without proof of payment. For cancellation procedure [click here](#)

To book for any of the events, click here: <https://ccd.wits.ac.za/ccd-grp>

**NB!! PLEASE NOTE ALL FEES ARE APPLICABLE ONCE AN INVOICE HAS BEEN ISSUED AND NO CHANGES WILL BE MADE.**

# Contact Details

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 011 717 9140/5

 [grp.ccd@wits.ac.za](mailto:grp.ccd@wits.ac.za)

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