



south essex college
SKILLS | EDUCATION | CAREERS

The average salary for
an Accountant is
£35,303.

Business & Administration Career Destinations

Where will your course take you?

Annual job openings in the sector run into many thousands nationally, with approximately 300 new opportunities every month in Essex alone.



LEVEL 2 QUALIFICATION REQUIRED

Finance administration
Benefits officer
Sales administrator
Customer service
Retail assistant
Basic clerical role
Telephone assistant
Secretary/Administrator
Apprenticeship
Procurement

LEVEL 3 DIPLOMA QUALIFICATION REQUIRED

HR trainee
Business development
Business analyst
School business manager
Recruitment consultant
Executive assistant management
Set-up own business
Online business manager
Retail management
Housing manager
Office manager
Trainee accountant

8.4 %
EMPLOYMENT IN BUSINESS AND FINANCIAL OPERATIONS OCCUPATIONS IS PROJECTED TO GROW 8.4 PERCENT BY 2024.



LEVEL 4 - 6 + QUALIFICATION REQUIRED AND INDUSTRY-RELATED EXPERIENCE

Logistics manager
Business lecturer
Customer service manager
Facilities management
Director of HR
Head/Director of marketing
Management accountant
Marketing officer
Medical secretary
Procurement manager
Finance director
Specialist banking and financial roles
Economist
Change management consultant
Business agent for celebrities
Management consultant
Director of corporate services
CEO of business

PERSONAL ATTRIBUTES

- Commercial awareness
- Communication skills
- Problem solving
- Leadership
- Organisation skills
- Creative Thinking
- Customer Service
- Teamwork
- Problem Solving
- Trustworthy
- Perseverance and motivation