

# UJ PSYCAD CAREER SERVICES RECRUITMENT PROGRAMME 2024



**PsyCaD**  
CAREER SERVICES

## RATE CARD

### IMPORTANT INFORMATION WITH REGARDS TO ALL RECRUITMENT FAIRS

#### Occupational Health & Safety Standards

PsyCaD Career Services adhere to the UJ Occupational Health Requirements and Safety Standards. As a result, external clientele are not able to provide food or beverage facilities to UJ students, unless it is in an enclosed package. No popcorn, coffee, waffles, etc. stands will be allowed, while on UJ premises.

#### Registrations

Early registrations are encouraged, as Recruitment Fair registrations will be processed on a first-come-first-served basis, subject to availability of requested days and exhibition areas.

#### Loadshedding

Kindly note, loadshedding is expected during the Recruitment Fairs. During this time, the Wi-Fi, lights, coffee and tea stations and plug points will not be available, as there is no generator. Kindly make appropriate arrangements. The Recruitment Fairs will, however, continue as students can engage with employers at this time. No discount on the fee will be offered because of loadshedding.

Should loadshedding negatively impact on the effectiveness of the Recruitment Fairs (more than 6 hours during a Recruitment Fair day or a national blackout), UJ may move the Recruitment Fairs online or reschedule. The decision to move online/reschedule will be communicated with the companies if the need arises.

#### VAT

All costs include VAT.

#### Cancellations

Note that we will not accept any Recruitment Fair cancellations after the registration closing dates in the table below. Companies who do not adhere to the cancellation dates will be held liable for the full amount payable. Please submit cancellation requests directly to Liesl Scheepers via email: [liesls@uj.ac.za](mailto:liesls@uj.ac.za)

### ON-CAMPUS RECRUITMENT FAIRS & ONLINE PRESENTATIONS

Recruitment Fair	Date	Time	Venue	Registrations Open	Registrations Close
Faculty of Law	On-campus exhibition: 7 May	09:00 – 15:00	APK Foyer	12 February	15 April
	Online presentations: 8 May	08:30 – 16:00	MS Teams		
College of Business & Economics (CBE)	On-campus exhibition: 9 May	09:00 – 15:00	APK Foyer	12 February	15 April
	Online presentations: 10 May	08:30 – 16:00	MS Teams		
Science, Technology, Engineering & Mathematics (STEM)	On-campus exhibition: 20 August	09:00 – 15:00	APK Foyer	12 February	26 July
	Online presentations: 21 August	08:30 – 16:00	MS Teams		
General	On-campus exhibition: 22 August	09:00 – 15:00	APK Foyer	12 February	26 July
	Online presentations: 23 August	08:30 – 16:00	MS Teams		

All Recruitment Fairs will be hosted on-campus.

All Recruitment Fair Company Presentations will be hosted online.

Registrations will open and close on the dates as indicated in the table above on the online UJCareerWiz platform:  
<https://UJCareerWiz.co.za/>

## RECRUITMENT FAIR REGISTRATION PACKAGE (PER FAIR)

<b>R14,850-00</b>	<p>Includes:</p> <ol style="list-style-type: none"> <li>(1) One exhibition booth for one day consists of: <ul style="list-style-type: none"> <li>▪ 3 m x 1 m shell scheme booth: white walling (2 400 mm in height)</li> <li>▪ Company name on fascia board</li> <li>▪ One plug point and two spotlights</li> <li>▪ One trestle table with black stretch tablecloth</li> <li>▪ Four conference chairs</li> <li>▪ One brochure holder</li> <li>▪ One lockable counter</li> </ul> </li> <li>(2) One online Recruitment Fair company presentation (first-come-first-served basis) (on the dates as provided in the table above)</li> <li>(3) Once-off mass email and social media communication to students</li> <li>(4) Listed in the E-Recruitment Guide (only if registered on or before 15 April)</li> <li>(5) Related services, i.e., parking, security, student assistants, placement of posters and catering for the day (up to 4 delegates)</li> <li>(6) Free advertising of your company within the Career Resource Centres across all four campuses.</li> </ol>
<b>R4,620-00</b>	<p>Additional exhibition booth per day per Recruitment Fair (for double stands – only if layout allows)</p> <ul style="list-style-type: none"> <li>▪ 3 m x 1 m shell scheme booth: white walling (2 400 mm in height)</li> <li>▪ Company name on fascia board</li> <li>▪ One plug point and two spotlights</li> <li>▪ One trestle table with black stretch tablecloth</li> <li>▪ Four conference chairs</li> <li>▪ One brochure holder</li> <li>▪ One lockable counter</li> <li>▪ Catering for the day (up to 4 extra delegates)</li> </ul>

## E-RECRUITMENT GUIDE | PLACEMENT OF AN ADVERTISEMENT & ARTICLE (ONLINE)

Registrations Open	Registrations Close	Submission of Advertisement/Article	Advertisement	Rate
12 February	15 April	15 April	A5: full-page, full colour	R2,200-00

Register online on the UJCareerWiz platform: <https://UJCareerWiz.co.za/>

## ONLINE OR ON-CAMPUS COMPANY PRESENTATIONS | WEBINARS

<b>R1,500-00</b>	<p>1 hour presentation slot Includes: mass emailer, graphics (if not provided), marketing, WhatsApp messages to UJ students.</p>
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Register online on the UJCareerWiz platform: <https://UJCareerWiz.co.za/>

## ONLINE GENERAL ADVERTISING OPPORTUNITIES (this does not include any Graduate Recruitment advertisements: refer to the UJCareerWiz Job Portal)

<b>R900-00</b>	<p>Unlimited use:</p> <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top;"> <ul style="list-style-type: none"> <li>▪ Mass emailer</li> <li>▪ Social media</li> </ul> </td> <td style="vertical-align: top;"> <ul style="list-style-type: none"> <li>▪ UJCareerWiz announcement</li> <li>▪ WhatsApp</li> </ul> </td> </tr> </table>	<ul style="list-style-type: none"> <li>▪ Mass emailer</li> <li>▪ Social media</li> </ul>	<ul style="list-style-type: none"> <li>▪ UJCareerWiz announcement</li> <li>▪ WhatsApp</li> </ul>
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## UJCAREERWIZ JOB PORTAL ADVERTISEMENT

Includes an automated emailer notification to the requested students. A fee will not apply to advertise the following opportunities on the Job Portal.

Opportunity	
<ul style="list-style-type: none"> <li>▪ Graduate Jobs</li> <li>▪ Work Experience: Including Internships</li> <li>▪ International Remote Work</li> </ul>	<ul style="list-style-type: none"> <li>▪ Casual/Vacation Work</li> <li>▪ Bursaries</li> <li>▪ Volunteering</li> </ul>

Register online on the UJCareerWiz platform: <https://UJCareerWiz.co.za/>

## ON-CAMPUS INTERVIEWS AT THE APK CAREER RESOURCE CENTRE

<b>R1,000-00</b> Unlimited use when available	Full day use of the Career Services Interview Cubicles
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Bookings can be done on the UJCareerWiz platform: <https://UJCareerWiz.co.za/>

**CONTACT:** For more information, kindly contact: Liesl Scheepers: [liesls@uj.ac.za](mailto:liesls@uj.ac.za)