

Information and advice if looking for work



If you're looking for a job, there is a wide range of advice on nidirect. From training programmes to careers guidance, including tips on writing your CV, you'll find useful practical information to help.

Develop your skills

Whether you're a school leaver or someone looking to return to work, developing your skills can help you to gain confidence and the skills you need to get the job you want.

From further education colleges and universities, to improving your essential skills like maths and computing, there are lots of courses and programmes available. Visit the following page to find out more:

Careers advice

If you've just left school or university, or maybe you've decided to change jobs, getting some careers advice can help you take that next step into employment.

Visit your local Jobs and Benefits office

Advisors at your local Jobs and Benefits office can give you lots of help and support if you are looking for work. They can:

- help you to develop the skills and competence to become employable, if you are not 'job-ready'
- match you to suitable job opportunities
- administer Universal Credit, Jobseekers Allowance, Income Support and Incapacity Benefit in Jobs and Benefits Offices

You can find your local job centre at this link:

Applying for jobs

Job hunting can be nerve-racking, but there are things you can do to get prepared:

- get your CV sorted and keep it up to date
- speak to the Careers Service or your local job centre
- read our advice on job application forms and interviews

You can find links below:

You'll find more information on finding and applying for jobs on the following pages:

More useful links

[Let's block ads! \(Why?\)](#)

[Respect road workers and obey traffic signs and lights](#)

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All road users are asked to respect the safety of road workers by slowing down at roadworks and obeying by all temporary traffic signs and lights. Speed and other restrictions are not there to inconvenience drivers but to make the roads safer for everyone.

Traffic controls

Traffic controls are put in place for everyone's safety.

If you ignore speed restrictions, stop signs, road closure signs and coned areas, you're not just risking the life of road workers but you're also putting yourself and others in danger.

At major roadwork sites the road layout and temporary surfaces can change regularly, so it's critical that motorists drive at a safe speed.

Further guidance on how to drive near roadworks is set out in the Highway Code:

You can get more road safety advice at the following link:

Penalties

Breaches of temporary speed limits are treated in the same way as other permanent speed limits. You could get a £60 fine and three penalty points.

For those road users who disregard 'road closed' signs you could get anything from a fixed penalty through to prosecution for careless driving.

More useful links

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[Heavy rain and snow warning – advice and information](#)

With a weather warning for heavy rain and snow, there could be travel delays, difficult driving conditions, and flooding. Drive with extra care. It might be useful to take note of the Flooding Incident Line number – 0300 2000 100.

Weather warning

The Met Office has sent out a [weather warning for heavy rain and snow](#).

Weather warnings let the public and emergency services know about potentially hazardous conditions.

You can find out more about weather warnings on [the Met Office website](#).

Emergency numbers

You should note the following numbers in case of emergency:

- Emergency services – 999 or 112
- Flooding Incident Line – 0300 2000 100
- Northern Ireland Electricity Networks – 03457 643 643
- NI Gas Emergency Service – 0800 002 001
- Northern Ireland Water Waterline – 03457 440 088
- Housing Executive – 03448 920 901

There is also information about emergencies at this link:

Reporting flooding

The Flooding Incident Line (0300 2000 100) is available 24 hours a day, every day. You can report flooding problems on roads or burst water mains and blocked drains.

When you ring the flooding incident line, a member of staff will:

- take all your details
- contact the appropriate agency on your behalf

This is a non emergency number, so if you are in danger, call the emergency services on 999.

You can get more information about flooding at the following link:

Snow and ice advice

You can get information about driving in snow and ice conditions and other useful advice, on the following page:

Report an issue with snow or ice

If you want to report an issue with snow or ice, you can do so online at this link:

Report a fallen tree or blocked road

You can report a fallen tree or blocked road at the following link:

Roads information

If there are any problems on the roads as a result of the weather you can get the latest updates on the [TrafficwatchNI website](#).

Public transport

For the latest information on bus and train services, go to the 'Travel update' section on the [Translink website](#).

Local councils

If local council services are affected by adverse weather, the latest information should be available on council websites.

Preparing for a flood

To help reduce the impact of flooding on your home, you should:

- have some sandbags or floodboards or plastic covers prepared to block doorways and airbricks
- know where to turn off your electricity and/ or gas
- move your valuable possessions to safety
- ensure your insurance provides cover against flood damage to property
- keep a list of useful contact numbers such as your local council, emergency services and your insurance company

You can get more details on the [preparing for a flood](#) page.

Driving and walking in flooded areas

You should always plan your journey and check the latest weather and travel advice.

Do not travel in heavy rainstorms unless absolutely necessary.

In flooded areas, drivers should not:

- enter flood water that is moving or is more than four inches deep
- under any circumstances, drive through fast-flowing water as the car could be swept away

In more shallow but passable water:

- slow down
- avoid creating bow waves which can damage your car engine; and
- remember to test the brakes after leaving the water

Do not attempt to walk through flooded areas. Even shallow water moving fast can sweep you off your feet and there may be hidden dangers such as:

- open drains
- damaged road surfaces
- submerged debris; or
- deep channels which can result in serious injury or, in the worst cases, death

If you do become stranded in flood water and you feel there is a risk to life, dial 999 for emergency assistance.

Insurance claims after a flood

If you are going to report flood damage to your insurance company there are certain things to remember. You should keep a record of the flood damage and any contact you have with the insurance company.

If you have different insurers for the structure of your home and your content, make sure you contact them both.

If you live in rented accommodation, the landlord will deal with the structure of your home. For content claims, contact your own insurer.

You can find out more at this page:

Risks related to flooding

Be aware of hidden dangers under the water, such as missing manhole covers, and guard against the possibility of falling into fast-flowing water.

The risk of becoming ill after contact with flood water is generally low. However, as it is not always clear whether flood water is contaminated, you should assume that it is and take appropriate precautions.

Preventing health problems

There are a number of things you can do to prevent health problems if your home floods:

- wherever possible try to avoid coming into direct contact with floodwater
- do not let children play in floodwater
- use rubber gloves when cleaning up
- wash hands after being in contact with flood water, sewage or anything contaminated by these
- wash children's hands regularly
- clean toys that have been in flood water with disinfectant
- cover cuts or open sores
- don't eat any food that has been in contact with floodwater
- clean all surfaces with disinfectant before any food is placed on them

Contact your GP if you, or someone you know, develops a stomach upset following flooding.

More useful links

[Ask for advice to help stamp out scams](#)

You can now ask advice about scams when visiting a Post Office. Remember, if you can spot a scam, you can stop a scam and if it seems too good to be true, it probably is.

Counter staff

If you're worried that you might have been contacted by scammers, you can tell Post Office counter staff. They will advise if the request you have received is unusual or if it's a scam they have come across before.

Scams are not simply an issue for older or vulnerable people, they can happen to anyone regardless of age.

Unfortunately there's a scam out there with each of our names on it.

Scammers' sophistication and ability to exploit complex technology has developed over the years. They continue to groom vulnerable victims through sometimes even the threat of arrest or prosecution.

You can find out more advice and information about scams at this link:

Report a scam

Many people who are scammed feel they are to blame to falling for it, but it's not their fault.

Reporting scams is vitally important, as:

- it helps catch fraudsters
- it can help to alert others and prevent them from falling victim

If you have – or know someone who has – been a victim of a scam or fraud, no matter how small, you should report it to the [PSNI](#), [online to Consumerline](#) or [Action Fraud](#).

More useful links

[Search your symptoms online to get health conditions information](#)

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If you need information or advice about symptoms, the A to Z online search can help you find out about hundreds of health conditions and illnesses.

Using the A to Z

The A to Z can help you find high-quality, trusted information on a variety of conditions. This can make it easier for you to manage your condition yourself or to know when, and how, to seek help from a healthcare professional.

You can search using symptoms you may be having or using the name of a condition if you already know it.

You can also browse the entire A to Z list of health conditions.

More than 600 conditions and illnesses are listed on the site, with more being added.

You can find the A to Z search at this link:

Links to GP surgeries, community pharmacies and other health and social care services are also available.

More useful links

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