

# **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

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## [Be aware of breast cancer signs and get checked early](#)

All women are urged to be 'breast aware' and to recognise that lumps aren't the only sign of breast cancer to look out for. It's vital to get checked early and go for screening when invited.

### Signs and symptoms

It is important for women to look out for changes in the appearance of their breasts, such as:

- a change in size or outline of either breast, especially those caused by arm movement
- any puckering, dimpling or redness of the skin
- veins that stand out more than usual

Women should be aware of any feelings of pain or discomfort in one part of either the breast or armpit, particularly if it is new and persistent.

Women should also look and feel for any lumps or thickening in either breast that feels different from the other breast, as well as any swelling or lumps under the armpit or around the collarbone.

Also look out for any changes to the nipple, such as a nipple that:

- has become pulled in
- has changed shape
- has a discharge
- bleeds
- has a rash or has crusted, flaky skin

If the change is due to cancer, earlier detection may mean simpler and more successful treatment.

Any changes which are not normal for you should be investigated straight away by your GP. Don't be embarrassed or ignore any potential signs.

You can find out more on the [breast cancer in women page](#).

While breast cancer is much more common in women, [it can also affect men](#). In rare cases it develops in the small amount of breast tissue men have behind their nipples.

## Breast screening

Prevention and early detection are key to saving lives from breast cancer.

All women who are invited for breast screening are encouraged to think about going.

Most women will have normal mammograms. Out of every 100 women who attend for screening, around four are asked to come back for further tests. Most of them will have a normal result.

There is information about screening on the page below.

Screening remains the best way of detecting breast cancer at an early stage when treatment can be more effective.

## More useful links

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## [Apply for fireworks licence and use approved retailers](#)

If you wish to buy, have, or use fireworks you need a fireworks licence. It is an offence to buy or have fireworks without one. Applications for a licence must be sent in by Tuesday 23 October if you want to use them over the Halloween period.

## Application form for licence

The licence fee where there are less than 100 spectators is £30; for 100 to 1,000 spectators is £80; and for more than 1,000 spectators is £160.

You can find the application forms for a licence at these links:

Application forms are also available:

- by phoning 0300 200 7881
- directly from a registered retailer

## Registered firework retailers

Retailers of fireworks must be registered and must display, prominently at the point of sale, their current licence or certificate of registration.

Don't be tempted to buy from illegal sources as you could face prosecution, and will be gambling with the safety of your family and friends.

You can find a list of registered firework retailers throughout Northern Ireland, listed by town/ city in alphabetical order on the following page:

Members of the public are encouraged to pass information about the illegal sale of fireworks to the [PSNI](#) or Crimestoppers on:

## Firework safety

Make sure you handle fireworks safely and prevent accidents.

Fireworks can inflict serious injuries if mishandled, so follow the [firework code](#) at all times.

You should also be aware of the [law around the use of fireworks](#).

## More useful links

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## [Parents urged to make sure children get flu vaccine](#)

All parents and guardians of eligible children are urged to take up the offer of free flu vaccination to help prevent the spread of the virus. The vaccine is being offered to pre-school and primary school children.

## Getting the vaccine

The [flu virus](#) spreads through the air. Because young children don't always cover their noses or mouths when coughing or sneezing, the virus can spread very quickly among them.

The free [flu vaccine for children](#) provides them with the best defence against the illness and helps protect their wider family and friends.

Pre-school children in Northern Ireland aged two years and over are eligible to get the vaccine through their GP.

Children in primaries one to seven will be offered the vaccine in school.

In addition, people over 65, 'at risk' children and adults, and pregnant women, can get the vaccine at their doctor's surgery.

Some GPs may not invite all of their registered patients who are eligible for vaccination directly.

If you, or someone in your care, is eligible to be vaccinated but does not get an invitation, contact [your GP](#) to find out more about their flu vaccination clinics.

The vaccine changes each year to cover the strains which are likely to be circulating over the course of the flu season, so it's important to get immunised each year.

As it takes approximately two weeks following vaccination to develop maximum protection against [flu](#), it's important to get vaccinated. If you wait until flu starts circulating, it may be too late for the vaccine to protect you, so get the flu vaccine and stay well this winter.

## Nasal spray

Most children will get the vaccine through a quick and painless nasal spray. The nasal vaccine has been shown to provide even greater protection for children than the flu injection.

There are a few children who cannot get the nasal spray and they will be offered the injection instead.

You can find out more on the [flu vaccine for children](#) page.

## More useful links

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## [Recognising the signs and symptoms of sepsis](#)

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It's important to recognise the signs and symptoms of sepsis. Also referred to as blood poisoning or septicaemia, it can be a life-threatening condition. Get medical help immediately if you think you've noticed the early signs of sepsis.

# Sepsis and septic shock

You should keep sepsis in mind when someone:

- becomes very unwell
- acts differently than they have previously when they had an infection
- has a fast heartbeat
- has fast breathing or difficulty breathing

The early symptoms of sepsis include:

- a high temperature (fever) or, due to changes in circulation, a low body temperature instead
- chills and shivering

In some cases, and often very quickly, severe sepsis or [septic shock](#) can develop. Symptoms include:

- feeling dizzy or faint
- confusion or disorientation
- slurred speech
- severe muscle pain
- severe breathlessness
- not urinating for a day
- cold, clammy and pale or mottled skin, or grey (ashen) appearance

You can find more information at the following link:

Severe sepsis and septic shock are medical emergencies. If you think you or someone you know has one of these conditions, call 999 and ask for an ambulance.

## More useful links

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