

# UJ PsyCaD Career Services RECRUITMENT PROGRAMME 2025



**20 YEARS**  
— 2005-2025 —  
**Our Future. Reimagined.**

## RATE CARD

As part of the Centre for Psychological Services and Career Development (PsyCaD), the Career Services Unit cordially invites all employers to participate in our 2025 Recruitment Programme. Our initiatives provide an excellent platform for companies to engage with and showcase their opportunities to our high-calibre, sought-after students. We remain proud of the fact that our competitive prices attract the foremost employers, and our services allow access to our top-performing students.

### ON-CAMPUS RECRUITMENT FAIRS

*The Career Services Unit is proud to host a Law, CBE, STEM, and General Recruitment Fair in 2025. Our Recruitment Fairs allow potential employers to meet with and recruit a large number of UJ students from various faculties.*

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

Recruitment Fairs	Date	Time	Venue	Registrations Open	Registrations Close
<b>PsyCaD Career Services Recruitment Fair: Law</b>	On-campus exhibition: 6 May	09:00 – 15:00	APK Auditorium Foyer	12 February	15 April
<b>PsyCaD Career Services Recruitment Fair: Business &amp; Economics (CBE)</b>	On-campus exhibition: 8 May	09:00 – 15:00	APK Auditorium Foyer	12 February	15 April
<b>PsyCaD Career Services Recruitment Fair: Science, Technology, Engineering &amp; Mathematics (STEM)</b>	On-campus exhibition: 19 August	09:00 – 15:00	APK Auditorium Foyer	12 February	26 July
<b>PsyCaD Career Services Recruitment Fair: General (All Students)</b>	On-campus exhibition: 21 August	09:00 – 15:00	APK Auditorium Foyer	12 February	26 July

## ON-CAMPUS RECRUITMENT FAIR REGISTRATION PACKAGE (PER FAIR)

Our Recruitment Fair Package includes the following per fair: i.e. Law, CBE, STEM, & General.

Rate	Description
<b>R19 000.00</b>	<p>Includes:</p> <p>(1) One exhibition booth for one day consists of:</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 a black stretch tablecloth</li> <li>▪ Four conference chairs</li> <li>▪ One brochure holder</li> <li>▪ One lockable counter</li> </ul> <p>(2) One online Recruitment Fair company presentation (please complete the separate registration form on <a href="http://www.ujcareerwiz.co.za">www.ujcareerwiz.co.za</a> to indicate your preferred presentation date)</p> <p>(3) Once-off mass email and social media communication to students</p> <p>(4) A Listing in the E-Recruitment Guide (only if registered on or before 15 April)</p> <p>(5) Related services, i.e. parking, security, student assistants, placement of posters and catering for the day for up to 4 delegates</p> <p>(6) Free advertising of your company within the Career Resource Centres across all four campuses</p>
<b>R7 000.00</b>	<p>An additional exhibition booth per day per Recruitment Fair (for a double stand – only if the 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 a 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)

The E-Recruitment Guide is an annual publication and is created for the purposes of the UJ Recruitment Programme. The Guide is rich with various career and job-related resources that allow students to prepare themselves thoroughly for recruitment opportunities within industries. Companies are invited to market their brand and recruitment campaigns using the Guide as a marketing tool. Marketing includes several mass emails to the UJ students, social media broadcasts by Career Services and faculties, posters with QR codes placed on campus and marketing on Recruitment Fair material to UJ students.

Rate	Registrations Open	Registrations Close	Submission of Advertisement/Article	Advertisement
R8 900.00	12 February	15 April	15 April	A5: full-page, full-colour

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

## ONLINE GENERAL ADVERTISING OPPORTUNITIES (UNLIMITED)

Companies may make use of this unlimited option to advertise their company, conduct webinars, and hold other events for UJ students. To advertise any job opportunity or graduate recruitment programme, please use the online UJCareerWiz Job Portal.

Rate	Description
<b>R6 325.00</b> <ul style="list-style-type: none"> <li>▪ <b>Unlimited use annually</b></li> <li>▪ <b>Cost is standard regardless of when in the year the service is used.</b></li> </ul>	<p>Unlimited use includes the following:</p> <ul style="list-style-type: none"> <li>▪ Mass emailers</li> <li>▪ Social media</li> <li>▪ UJCareerWiz announcements</li> <li>▪ WhatsApp messages</li> </ul>

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

## UJCAREERWIZ JOB PORTAL ADVERTISEMENTS

As noted above, [ONLINE GENERAL ADVERTISING OPPORTUNITIES (UNLIMITED)] advertising of your company events, workshops, or webinars to the UJ students is charged annually. However, companies may place job opportunities on the UJCareerWiz Job Portal at no cost. The online UJCareerWiz platform is our one-stop employer career portal, which addresses all your career needs in one online location and offers a comprehensive career services management solution for our employer clients. We invite all employers to visit our website to register and create a company profile, whereafter you can post job advertisements at no cost. This includes an automated email notification to the students of your choice. We have more than 19 000 students on our platform.

## Examples of Accepted UJCareerWiz Advertisements

- Graduate Jobs
- Work Experience: Including Internships
- International Remote Work
- Casual/Vacation Work
- Bursaries
- Volunteering

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

## On-Campus and Online Initiatives

Kindly refer to the description for more information regarding each initiative.

Rate	Initiative	Description
R9 500.00	On-Campus Showcase	<p>The purpose of the showcase is brand awareness and not recruitment. Within this process, companies spend a morning (4 hours) on campus interacting with students and spreading awareness of their brand and the professionals employed in their company.</p> <p><b>Venue:</b> PsyCaD Career Services Centre</p> <p><b>Includes:</b> Small Table and Chairs</p> <p><b>Marketing included:</b> mass email, social media, and WhatsApp messages to UJ students.</p> <p><b>Note:</b> <i>This is not a Recruitment Fair, thus student exposure will be limited. Additionally, only one company will be present per day. Within this package, catering, electricity points, lights, shell schemes, lockable counters, free advertising, company name on fascia boards, brochure holders, student assistants, network opportunities with other companies, security, and parking are only included in the Recruitment Fairs. Showcases are subject to availability and offered on a first-come-first-served basis.</i></p>
R3 900.00	On-Campus Presentation	<p>On-Campus Presentations provide companies with an opportunity to address UJ students at the UJ campuses. Within this offering, companies spend an hour on campus interacting with students and spreading awareness of their brand and job opportunities.</p> <p><b>Venue:</b> Lecture Hall</p> <p><b>Marketing included:</b> mass email, social media, and WhatsApp messages to UJ students.</p>
R1 750.00	Online Presentation	<p>Online Presentations provide companies with an opportunity to address UJ students online. Within this offering, companies spend an hour online interacting with students and spreading awareness of their brand and job opportunities.</p> <p><b>Marketing included:</b> mass email, social media, and WhatsApp messages to UJ students.</p>
R2 500.00	On-Campus Interviews (Auckland Park, Kingsway Campus)	<p>We encourage all companies to utilise our conveniently located, on-campus interviewing facilities/meeting rooms to meet with and interview potential student employees. Our facilities include interview cubicles, meeting/interview rooms, a Business Centre and a Skype/online meeting room.</p> <p>In this offering, companies use the PsyCaD Career Services rooms to interview students on campus for specific job opportunities.</p> <ul style="list-style-type: none"> <li>■ Unlimited use per annum</li> <li>■ Cost is standard regardless of when in the year the service is used</li> </ul>

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

## EXCLUSIVE INITIATIVE'S FOR YOUR COMPANY

Rate	Initiative	Description
<b>Standard UJ Rates Apply</b>	Once off Recruitment of a PsyCaD Ambassador	A PsyCaD Ambassador is a UJ student who assists PsyCaD on a temporary and intermittent basis. When available (based on their study timetable), they help with UJ-approved services such as handing out posters to UJ students and assisting your company with interviews, showcases, presentations, etc., at UJ campuses. All requested activities are to be approved by UJ Career Services at least two weeks before the services are required.  <b>For more information, kindly contact Matimba Chauke at <a href="mailto:matimbac@uj.ac.za">matimbac@uj.ac.za</a></b>
<b>R10 000.00</b>	Brand the name of a PsyCaD Interview Room/Career Cubicle	Companies have an opportunity each year to brand/make a Career Cubicle their own by sponsoring it with their company brand. There are limited Career Cubicles available, and these are branded annually on a first-come-first-serve basis. The branding and naming of the room will be per annum.  <b>For more information, kindly contact Jules Joseph at <a href="mailto:jjoseph@uj.ac.za">jjoseph@uj.ac.za</a></b>
<b>R25 000.00</b>	Highlight your Company Logo on the PsyCaD Career Services Walls	Companies are offered a permanent prime location at PsyCaD Career Services, where their brand will be prominently displayed to top UJ talent. A perspex logo (approximately 30x30cm) is placed on the PsyCaD Career Services Career Walls. This logo will be a permanent feature at UJ.  <b>Closing date for requests: 30 June 2025</b> <b>For more information, kindly contact Liesl Scheepers at <a href="mailto:liesls@uj.ac.za">liesls@uj.ac.za</a></b>
<b>R350.00 per attendee</b>	Prestige Career Networking Event	This exclusive ticket allows your company to connect with top graduates and the brightest minds and leaders in various fields.  <b>For more information, kindly contact Jules Joseph at <a href="mailto:jjoseph@uj.ac.za">jjoseph@uj.ac.za</a></b>

## IMPORTANT INFORMATION WITH REGARD TO ALL RECRUITMENT FAIRS

### Registrations

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

### VAT

All costs exclude VAT.

### Cancellations

Note that we will not accept any Recruitment Fair cancellations after the registration closing dates indicated in the table above. Companies not adhering 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)

### Occupational Health & Safety Standards

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

### Loadshedding

Kindly note that loadshedding may occur during the Recruitment Fairs. The Wi-Fi, lights, coffee and tea stations, and plug points will not be available during this time as there are no generators. 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 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. If the need arises, the decision to move online/reschedule will be communicated with the companies.

## CONTACT

**For more information, kindly contact:**

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