

DORSET SOFTWARE



Insight

*A Guide to Working
at Dorset Software*

- COMPREHENSIVE TRAINING PROGRAMME ✓
- COMPETITIVE STARTING SALARY ✓
- NO IT EXPERIENCE REQUIRED ✓



Your Career at Dorset Software...

Contents

4 Application Process

Discover how to apply to Dorset Software, what happens on the interview day, and afterwards.

6 Training Programme

Learn how you'll be trained on the job, assigned a mentor, and build a personal skill set.

8 Life After Training

Find out about working on client sites, who our clients are, and the opportunities offered.

10 Progression Opportunities

See the possible progression opportunities offered at Dorset Software.

12 Company Culture

Learn about the many benefits you can enjoy while working at Dorset Software.

14 How To Apply

Get in touch and apply today!

Welcome

Dorset Software is an elite developer of ground-breaking, custom-made IT solutions. Each role within the company has been created to provide the best possible services, from generating new business leads and gathering our clients' requirements to writing the code for the end product.

Our team not only liaise extensively with our customers to encourage a holistic approach to projects, but also research the best products for the job and are able to customise them or even start from scratch to find the perfect solution every time.

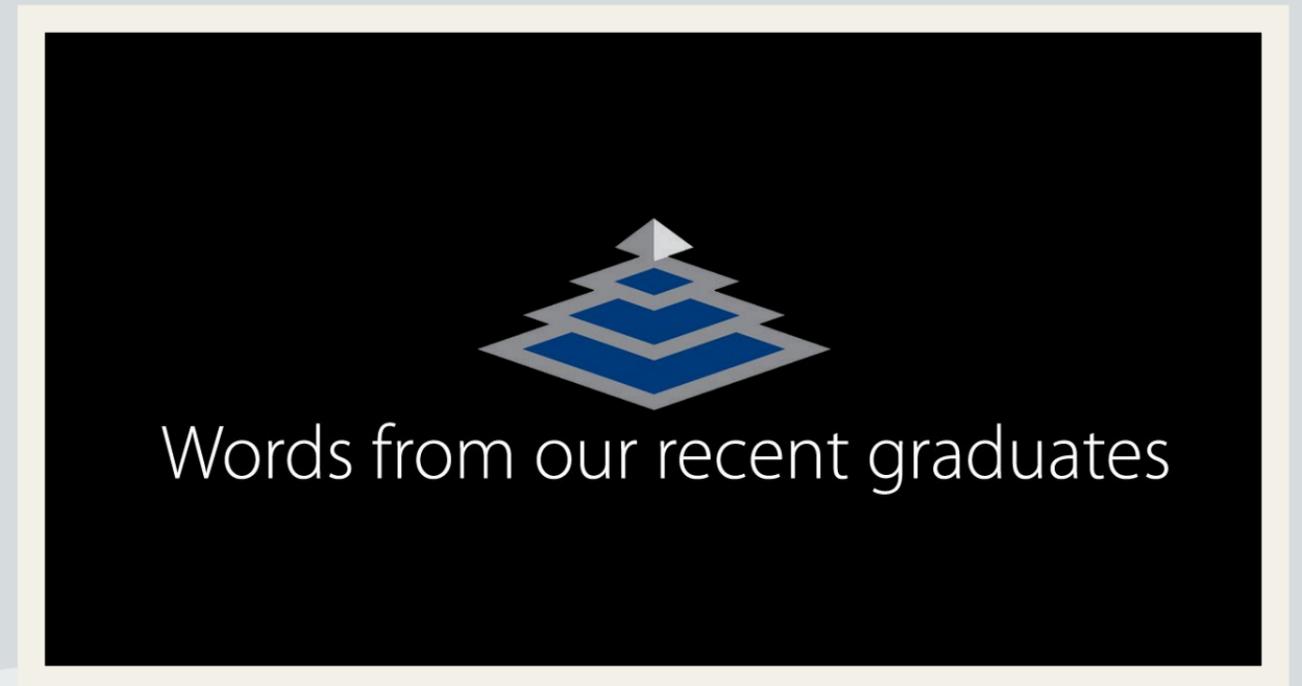
As a result Dorset Software is full of technology experts who know how to communicate. People are what drives our success and people are what has kept us growing for coming up to 30 years.

We're currently looking for fresh, intelligent recruits and we think you could be one of them.

You don't need specific IT experience to be recruited, just an inquisitive and analytical mind with the potential to become an IT guru or sales extraordinaire.

Meet Our Staff

Apart from our 100% record of staying on time and to budget, we're also Microsoft Gold Partners and IIP accredited, but enough of the accolades, here's what our staff think:



Click the image above to visit our website and watch the video. Please note that Flash is required.



Clemency Crawshaw
Recruitment Officer, HR

clemency.crawshaw@dorsetsoftware.com

Chris's Diary...

Chris, you have a degree in Chemistry. Why and how did you go about applying for a job at Dorset Software?

For the majority of my degree I had resigned myself to a career in either chemistry or finance – neither of which particularly appealed to me. Having reached my fourth year I stumbled into a research year that involved a little bit of programming. I soon discovered that the programming was by far the most enjoyable part of my research: it seems I'd finally found something that I could imagine myself doing for a career.

Having settled on programming I then had to decide where to go. I had no desire to stay in my home city so the choices seemed endless! With my lack of coding experience I knew that I needed a company willing to train me.

The challenge and variety associated with working with different clients in different

places also appealed to me; as did the idea of working at a small company where I felt that I'd be better able to learn and develop into an important member of the team. Dorset Software ticked all of the boxes and so seemed the ideal choice!





Application Process



Application

We know that applying for jobs can be repetitive and time-consuming, especially for graduate schemes, so **we've cut it down to the basics**. A short survey on our website and you can apply straight away; **you don't even need a computing-related degree**. Our current vacancies can be found [here](#) so have a quick look to see what your skills would suit best.

What's more, we're not just looking for graduates; **Masters and PhD students are welcome too**.

Interview

After the application comes the interview. At Dorset Software this means **you can ask the questions** as well as us, plus we'll reimburse you for your journey. On the day:

- We'll give you a presentation about the company and the career opportunities available.
- You'll get to talk with future colleagues about their experiences over a buffet lunch.
- You'll have your interview in the afternoon.

It's your opportunity to visit our Poole office and satisfy your curiosity about who we are (it also means you can visit the beach)!

Job Offer

Once you've aced the interview you'll promptly receive your job offer and, with flexible start dates, we have openings for graduates every month. This means that if you want some time out to go travelling or have a break after your studies, we can arrange a deferred start date.

[Explore the fun Poole has to offer!](#)

Then it'll be time to become one of the team!



The interview day was very relaxed – everyone was very friendly and eager to answer any questions I had. The interview itself was nice and relaxed too – it almost felt like a pleasant chat! I got feedback on the interview very soon afterwards and before I knew it I was on my way to Poole.

So after you were offered the job, what were your next steps?

Moving from the north-west coast to the west side of the south coast is not an easy transition to make (the average driving time is between 6 and 7 hours). Thankfully I was given a lot of help from Dorset Software: from advice on choosing a property and letting agents to information about other new starters and existing employees who were looking for housemates. Thanks to all of this support, finding somewhere to live ended up being blessedly stress-free.

Training Programme



Since only 12% of our technical staff come from a computer science background we've mastered the art of providing effective and applicable training.

From programming and testing to project managing and network and infrastructure engineering, you'll be able to benefit from our bespoke Training Programme for the first few months of your employment.

From day one you'll be:

1. Assigned a mentor

Your designated mentor will support you throughout your training period and beyond, answering your questions and assessing your work on an individual basis to make sure you get the most out of your training.

2. Paid your full salary

Depending on your job role, you'll even get a bonus once you pass your probation.

3. Building on your skillset and contributing to the company

For all other roles, such as project managers, account managers, and solutions analysts, this means you'll be shadowing senior members of your team to gain immediate on-the-job training with specific performance requirements assigned to you, and a whole team to guide the way.

For project managers and account managers especially, you will be able to learn more about the company's strategy and how to strengthen relationships with our clients so, with the right application, you'll quickly be able to reach a level of influence within the company.

After life at university, working full-time can be a bit of a challenge. Talk us through your first few months on the job...

The training course almost feels like a continuation of uni – except you are getting paid! The programming part of the course is designed to take people with absolutely no coding experience and convert them into competent developers and I feel it succeeds remarkably well in this respect. You don't do anything but training for the first four months, and have a mentor constantly on hand to help you whenever you get stuck; it's a tried and tested method and makes the transition seamless.



Life After Training

Once you have completed your training you'll be assigned your first real project: this will either be a Dorset Software managed project in-house at our offices in Poole, or at one of our client sites across the UK.

Either way you will be given new responsibilities and get the opportunity to show off what you've learned.

Client Site Pros:

- You'll get to work for clients from different industries and of varying size.
- You'll be able to travel to different parts of the country.
- You can learn new technologies as appropriate to build on your existing knowledge.
- You'll be getting all the perks of working for a medium-sized company AND experiencing life in big companies.
- You'll stay in comfortable hotels or self-catering apartments if working away for a short period. During longer projects you'll have a place of your own. Either way, all costs are covered by Dorset Software.

It wouldn't be fair to only tell you one side of the story so here are a couple of things to bear in mind:

- Most roles involve a lot of long-term travel. This means staying away from home during the week and travelling on Fridays and Sundays (although all expenses are covered).
- Although many of our clients require more than one Dorset Software employee, there is the chance that you could be on your own.



wilkinson

Waitrose

NHS Litigation Authority

Actavis

look

IPC | MEDIA

And after the initial training period?

In-house work tends to be very relaxed – the ability to wear shorts is amazing; as is the ability to leave early on a whim thanks to flexitime.

Everyone understands that coding can be a time-consuming and unpredictable process so I've never felt under pressure to rush a project and feel I have the support to meet deadlines.

In general I find client site work is more challenging and, as such, feel the beginning of any piece of client work includes a steep learning curve.

Sometimes there are several developers at any given client site, which means there may be a familiar face to talk to, or possibly someone more experienced to help if you get stuck.

All of the difficult parts of working on-site are dealt with by the company: travel plans, accommodation, and any additional expenses. This means that I never have to think about onsite arrangements – everything sort of happens by magic!

Every client has an account manager and it's their job to ensure that my time on-site goes as smoothly as possible – on the rare occasion that I run into any problems they are always dealt with immediately.

What would you say a typical day/week is like?

The variety I get in my daily work (especially on-site) is one of my favourite parts of my job – but it does make answering this question very difficult! My day will always start with checking my e-mails and contain several tea breaks. The rest of my day can be anything from making sure we understand exactly what a client wants through to designing our solution and on to actually coding the end result.



Progression Opportunities

So no one wants to be a trainee forever, and we don't want you to be either. With **monthly reviews** of each employee's progress here are a couple of examples of how roles progress within the company...



Day-to-day support and guidance is given at graduate level, with less supervision needed further up the scale. The more senior you become, the more you will be able to provide help and support for others.

We want your career progression to be catered to you, so linear progression isn't the only option; stream changes between certain roles are available too.

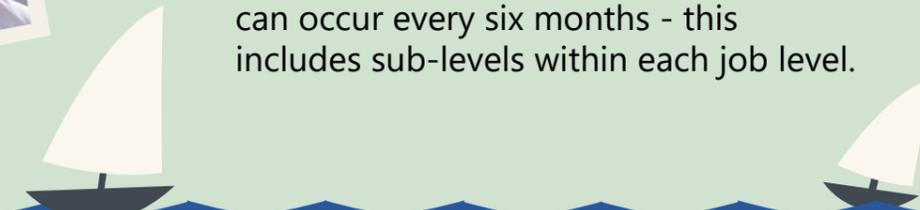
You started with us as a Graduate Software Programmer, how far have you come since then and what are your future career plans?

I worked my way up to Senior Programmer in just under four years, and have recently made the jump to Technical Specialist. However even within the Programmer role there is room to develop your skills and responsibilities.

In my opinion one of the best features of Dorset Software is that they acknowledge programming as a valid career choice: it is entirely possible to stay in the Programming "stream" (that's job role to you and me) whilst still increasing your knowledge, responsibility and salary at the same rate as your colleagues who discover they are more interested in (for example) Project Management or Sales.

I am thoroughly enjoying my role as a Technical Specialist at the moment and plan on staying in this stream for the foreseeable future. I still have a lot to learn but look forward to the challenges I'm bound to face over the next few years.

For our recent graduates, promotions can occur every six months - this includes sub-levels within each job level.



Company Culture

Because people underpin our success, **we** like to **appreciate** our staff and **reward** them for making Dorset Software what it is. Here are just a few of the benefits:

Casual Dress Code

We believe people should be comfortable at work so suits are reserved for client meetings!

Free Fruit and Biscuits

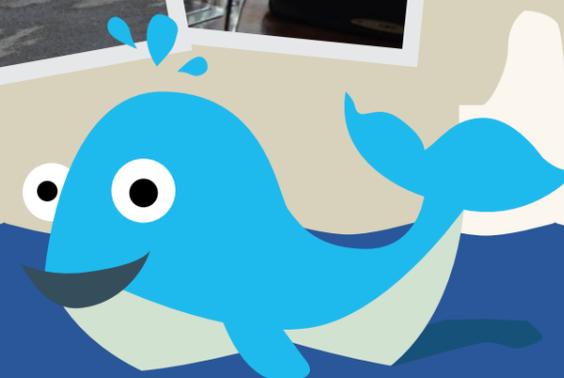
Endless supply of fruit and biscuits to cater for the healthy and the naughty!

Subsidised Staff Outings

A company budget is available for staff, so that they can choose their own events.

During my time at Dorset Software I've attended loads of events that the company has either arranged or subsidised. As long as everyone is invited, any employee can organise an event and the company contributes – no matter who plans it or where it is. I've gone to Go Ape, paintballing, and even cocktail-making classes (my own contribution – and the one I most enjoyed)!

I also go to the summer and winter parties, which are held every year and never fail to surprise. In January we had a murder mystery party – with the bravest of the bunch (including me) having our acting skills put to the test by playing suspects: all with the guidance of professionals of course!



We're also not interested in long-hours culture so provide **flexible holidays and working hours** so we can fit in stuff like this:

Which Pub?

What would weekends mean if not Friday night pub trips?! Organised and voted for by staff and welcome to all.

Cycle 2 Work Scheme

Dorset Software scheme will help you make savings on your new bike, and can spread the cost over a whole year.

Badminton & Squash

Organised and paid for so all you have to do is turn up.

How to Apply

So you've just found your dream job, [click here](#). Applying will take minutes!

For more information click below or contact us:

01202 777707 | www.dorsetsoftware.com/careers

Dorset Software,
Corbiere House,
New Quay Road,
Poole,
Dorset,
BH15 4AF



Chris's favourite things about working at Dorset Software:

- 1. The atmosphere:** life and Dorset Software is very relaxed and everyone is friendly and eager to help whenever I have a problem.
- 2. Flexi-time:** turning up and leaving when I feel like it is quite simply amazing.
- 3. The dress code:** I love being able to turn up to work in shorts. It certainly helps during those hot southern summers!

Your top tip for a newcomer at Dorset Software?

Ask questions! Everyone gets stuck at least once in a while and the ability to ask for help is one of the most important ones to develop.

The best thing about living in Poole?

The weather. I'm not sure why but it seems to be almost always sunny!

