Employer Feedback on Student Micro-Internship Applications

Key Points from Employer Feedback (MIP Michaelmas 2017)

- Make sure you submit what is required: a one-CV and 300-word personal statement.
- Try to include key employability skills in your CV that will appeal to the employer.
- Personal statements should be better tailored to the project and organisation, showing that students have done their research.
- Be clear in your personal statement why you are applying for a specific internship.
- You should ensure that in your personal statement, the selection criteria are met.
- Personal statements are formal, but could be more personal so employers can get a feel for who you are.
- Ensure that the skills you mention are relevant to the internship.
- Highlight a proven interest in the relevant industry sector.
- Ensure that there are no spelling/grammar mistakes – first impressions count!

Employer Quotes from our Feedback Survey

“The personal statements of the successful applicants showed great existing understanding of our work and the local issues we are facing, giving me greater confidence of their ability to hit the ground running... therefore my advice would be to stress in the statement any experience or relevant knowledge which would give them a head start.”

“The personal statements often focus on the student’s academic achievements, rather than their motivation for applying, or how their experience is relevant to undertaking the internship. A number of the statements were non-specific to the role profile, and therefore really let them down. Everyone at Oxford is academically successful - this is a given. Encourage students to focus more on their skills, enthusiasm and future ambition in the statement, rather than what they're already good at.”

The opinions given by MT17 hosts show that quality was generally high, but there is room for improvement across applications, interviews and commerical awareness.

You may also find our Internship Office Application Support document helpful. We wish you luck with your applications.