



CHOICES



Education, Employment & Training Opportunities Weekly 29.08.2014

Telephone: 01983 525927 **
Email: participationteam@iow.gov.uk
Website: www.iwight.com/Choices
Facebook: www.facebook.com/ChoicesIW



CHOICES IS ON THE MOVE!

The way the CHOICES service operates is changing.

**A telephone only service will be available from
Monday 1st September 2014 to Friday 5th September 2014.**

With effect from **Monday 8th September 2014**

we will be offering a face-to-face service (half-day sessions) for young people at the following locations:

- Newport:** Lord Louis Library & Job Centre Plus
- Ryde:** Ryde Library & Job Centre Plus
- Freshwater:** West Wight Sports Centre (fortnightly)
- Ventnor:** Ventnor Library
- Sandown:** Sandown Library
- Cowes:** Cowes Library

To book an appointment to see one of our Advisers at any of the above locations, please contact us on our new telephone number 01983 823888 **

	** Our NEW telephone number from Monday 8th September will be: 01983 823888	
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LOCAL JOB VACANCIES

LOCATION: ARRETON

Waiting Staff	White Lion	Source: County Press
Experience required.		
For further details or to apply please telephone 01983 528479.		

LOCATION: BRIGHSTONE

Bar Staff	Three Bishops	Source: County Press
Part time Bar staff required, including evenings and weekends. Own transport essential.		
For further details or to apply, please telephone 01983 740226.		

LOCATION: COWES

Cleaners	Top Mops	Source: County Press
Top Mops are looking for experienced cleaners to join our team in the Cowes area. We are currently able to offer 18½ hours per week. This cleaning post has varying shifts from 9am to 11am and 5pm to 7pm with many chances of overtime for busy periods. The position is all year round.		
If this sounds like the challenge for you please call 01983 400202 or fill in our online application at www.topmops.net		

Bar & Waiting Team Members	The Coast Bar & Dining Room	Source: County Press
We are currently seeking full-time and permanent Bar and Front of House Team Members to create and maintain the quality of the operation, service and product that reflects the company's reputation. We need friendly people who can chat to anyone about anything. You need a 'buzz' about you with plenty of energy. The ideal candidates will have experience in this field and be eager to learn and develop their skills as well as showing reliability and a true passion for what they do. The ideal candidate must be able to work weekends and bank holidays and show passion, drive and an eye for detail. If you are passionate about hospitality and are looking for an exciting new opportunity, then we want to hear from you!		
To apply, please forward you CV along with a covering letter to: recruitment@francescharles.com or pop in to see us at The Coast Bar & Dining Room, 14-15 Shooters Hill, Cowes, Isle of Wight, PO31 7BG.		

Part-time Bar Person	Cowes Combined Services & Social Club Ltd	Source: County Press
Part-time bar person required. 14 hours per week including weekends. Additional hours are required.		
Please reply in writing to the Secretary at: 85 High Street, Cowes, Isle of Wight, PO31 7AJ.		

LOCATION: GODSHILL

Staff Required	Source: County Press
Staff required from September for restaurant and waiting-on duties. Hours to suit.	
Telephone 01983 840223 for details.	

Assistant Sales Person	The Old Smithy	Source: County Press
3-5 days a week, depending on season. Days and hours to vary. Now until next September.		
For further details or to apply, please telephone 01983 840364.		

LOCATION: ISLANDWIDE

Community Carers	Better At Home	Source: County Press
Community Carers urgently required in the Sandown, Shanklin and Ventnor areas. Full time and part time hours available, early mornings, evenings and weekends on a rota basis. Competitive rates of pay and payment towards travel. A full disclosure will be undertaken and full training will be given. Car driver essential.		
If you feel that this is the position for you please contact Christine Stringer or one of her team on 01983 401865 or email us on: info@iowbetterathome.co.uk		

LOCATION: NEWPORT

Cleaning Operative	Top Mops	Source: www.gov.uk
Experienced cleaners required for a school in Newport. Working 4pm - 10pm Monday to Friday giving a total of 30 hours per week. The contract starts on Friday 29th August and ends 29th September. There is potential that the position could be extended and/or permanent work be available at the end		
For further details or to apply, please visit www.gov.uk		

Cleaner	Servest Ltd	Source: www.gov.uk
This post is based at Matalan, 4 hours a week from 7am to 9am. Duties include vacuuming, cleaning toilets, detailed dusting and cleaning, emptying internal bins, windows, cleaning of the canteen, sweeping and mopping and using floor cleaning machine. Previous experience not necessary as full training will be given by the supervisor. £6.31 to £7 per hour.		
For further details or to apply, please telephone: 07834128669		

Part-time Bar Staff	The Bargeman's Rest	Source: County Press
The Bargeman's Rest in Newport require part-time bar staff.		
Please apply by email to: info@bargemansrest.com		

Cleaning Operatives	KGB South West Ltd	Source: County Press
KGB South West Ltd, one of the industries leading contractors has been awarded a prestigious education establishment on Medina Way, Newport. The cleaning services will be undertaken through the night. Varying hours between 7pm-4am Monday to Thursday, 3pm to midnight on Friday. Rate of pay is £6.60 per hour. Full uniform and training provided. All applicants required to pass an enhanced DBS check.		
Please contact carol.smith@kqbsouthwest.com or call 07756 515387		

LOCATION: RYDE

Evening Cleaner	Mitie Managed Services	Source: www.gov.uk
Previous experience preferred but not essential as full training can be provided. Duties will include office cleaning, toilets and kitchen. Immediate start available. 10 hours, Monday - Friday, 2 hours per night Monday to Friday 5pm - 7pm, £6.50 per hour.		
To apply please telephone 07979854897 or email cv to mike.bourne@mitie.com		

LOCATION: SANDOWN

B&B	Source: County Press
Chamber Person / Breakfast / Waiting Staff required to join our friendly B&B. Approximately 3-4 hours per morning, September / October.	
For further details please email sandownmanor@yahoo.co.uk	

The Briars (Greensleaves Homes Trust)	Source: County Press
Bank Care Assistants: for days/nights Part-time Cook: Working every other Saturday and to cover occasional shifts. The Briars is an Investors in People Workplace. Experience preferred but not essential. Induction and training provided to NVQ Level II or above. 28 days holiday pro rata, pension, overtime and bonus scheme. Uniform provided. The above positions require Enhanced CRB check. Closing date for applications: 05/09/2014.	
For an application pack please email: melanie.newley@greensleaves.org.uk or alternatively ring 01983 403777.	

LOCATION: SHANKLIN

Seasonal Cleaners	Park Resorts	Source: www.gov.uk
Part-time Seasonal Cleaners required at Landguard Holiday Park, Shanklin. (Park open until 31st October). Duties include cleaning & making beds in a variety of holiday homes including lodges, to a high company standard. You will be working as an individual, within a dedicated team. Full training will be given to successful applicants. Paid per unit: £9.00 per caravan, £16.50 per lodge. Average 3-5 caravans per day or 2-4 lodges. Hours 9.30am - 4pm, 2-3 days per week. You will be required to be available to work Friday, Saturday & Monday (or a combination of these days, each weekend).		
Please call in for an application form or telephone Landguard reception 01983 863100 to request an application form.		

Medehamstede Hotel	Source: www.gov.uk
Housekeeper - You will be required to maintain hotel rooms by cleaning, dusting, vacuuming and polishing, providing linen services. Waiting Staff - Up to 30 hours, split shifts, in a busy coaching style hotel - Experience in a similar environment preferred.	
For further details or to apply, please visit www.gov.uk	

Bar Staff	Shanklin Conservative Club	Source: County Press
Weekends and evenings up to 1am, previous experience preferred but not essential. Good rate of pay, paid holiday, permanent position.		
Please send CV to shanklin.con@virgin.net or send to Shanklin Conservative Club, 6 Palmerston Road, Shanklin, Isle of Wight, PO37 6AU.		

VOLUNTEERING

'STEPPING STONES'

A Unique Volunteer Opportunity for Young People aged 18 - 25

- Do you want to learn how to advise others how to solve their everyday problems?
- Do you want Work Experience in an organisation that specialises in Social Welfare Law and see what goes on in the County Court and at Benefit Tribunals?
- Do you want to gain an understanding and insight into the work we do at The Law Centre?
- Do you want to gain employability Skills to add to your CV and improve your chances of obtaining employment?
- Do you want to improve your confidence and gain knowledge and competence in the Voluntary Sector?

We aim to provide you with skills to enhance your employment opportunities and will be covering subjects that include Money Management/Debt, Benefits, Housing, Homelessness and Listening and Interviewing skills all of which will take place at The Law Centre for a period of 10 - 12 weeks.

The Law Centre is a **FREE, CONFIDENTIAL & IMPARTIAL** service for those experiencing social welfare issues. If you want to know more about us and wish to add further skills and knowledge to your CV then give us a call on 01983 524715.

Keep up to date with all the news from the Participation Team by liking our Facebook Page:
www.facebook.com/choicesiw



VACANCIES ON APPRENTICESHIPS ONLINE

www.apprenticeships.org.uk



Please visit the above website for further information on these vacancies and how to apply. Click on: Login to Apprenticeship Vacancies. You will need an e-mail address to register on this site.

LOCATION: COWES

Accounting Apprentice	Wight Fibre Ltd	Ref: VAC000487854
Hours: 37½ per week	Wage: £120 per week	Closing Date: 06/09/2014
Duties to include: <ul style="list-style-type: none">* Recording and monitoring the business spending against purchase orders raised and employee expenses.* Paying suppliers in line with agreed payment terms.* Entering purchase invoices on a database.* Set up supplier accounts and maintain account details within the Purchase Ledger.* Checking and reconciling personal expenses claims.* Reconcile supplier statements.* Liaising with company suppliers by phone and email. Training to be provided: Intermediate Level 2 AAT Accounting Framework Skills Required: Competent IT skills (word, excel, internal systems), good time management, excellent communication skills, ability to prioritise tasks, to be able to work as part of a small team, to communicate well with customers and other departments, professional approach, good organisational skills Qualifications Required: A - C GCSE or above in Maths and English or equivalent is essential. Personal Qualities: Calm, responsive, polite, willing, kind, patient, numerate, reliable, responsible, determination, self-motivation.		
To apply for this position please visit: www.apprenticeships.org.uk		

Business Innovation Apprentice	Ellen Macarthur Foundation	Ref: VAC000486713
Hours: 30 per week	Wage: £115 per week	Closing Date: 07/09/2014
Your role will be to: <ul style="list-style-type: none">• Create mailings using Mailchimp• Support registration processes for the twice-yearly conferences and annual summit• Support event planning• Correspond with CE100 members by email• Book travel and accommodation for team members• Request, log and distribute invoices• Upload information to database• Provide member access to website Training to be provided: NVQ Certificate in Business and Administration Skills Required: Intellectual capacity to understand the concept of the circular economy, excellent verbal and written English, high level of numeracy, good attention to detail. Qualifications Required: You must have GCSE's or equivalent in both Maths and English, Grade A*-C. A levels, or equivalent, desirable though not essential. Personal Qualities: Possess the self-confidence to take on new tasks, have a genuine desire to help others achieve their objectives.		
To apply for this position please visit: www.apprenticeships.org.uk		

LOCATION: COWES

Care Assistant Apprentice	Carefirst IW Ltd	Ref: VAC000486858
Hours: 37½ per week	Wage: £271.87 per week	Closing Date: 20/11/2014
<p>Duties will include:</p> <ul style="list-style-type: none"> • To provide personal care, e.g. to assist service users to wash, bathe, shower, dress, feed. To assist service users to the commode or toilet, to empty catheter bags (where necessary), promoting continence where appropriate. • To provide meals where necessary, having regard to service users' dietary requirements and choice, and / or assist with meals on wheels. • To collect prescriptions if required and remind service users of the necessity of taking prescribed medicine, but not to administer medicine. • To record appropriate details of care provided in the care book at the end of each visit. • To respond to crisis situations by summoning appropriate assistance, e.g. G.P., district nurse or an ambulance. <p>Training to be provided: Intermediate Apprenticeship in Health and Social Care</p> <p>Skills Required: Kind, caring. Must have a full drivers licence and access to a car to get to and from the residents homes.</p> <p>Qualifications Required: None.</p> <p>Personal Qualities: Hardworking, reliable.</p>		
<p>To apply for this position please visit: www.apprenticeships.org.uk</p>		

LOCATION: EAST COWES

Apprentice Supermarket Assistant	Waitrose	Ref: VAC000485175
Hours: Rota basis, between 8am-10pm, Mon-Sat, 30 per week	Wage: £197.70 per week	Closing Date: 19/11/2014
<p>Duties to include:</p> <ol style="list-style-type: none"> 1. Work in a way that is consistent with the Partnership Principles, Waitrose Way and the Partner Commitments. 2. Carry out assigned tasks, being flexible, where necessary working across the branch, to support fellow Partners and best meet the needs of customers. 3. Serve customers, providing consistent customer service complying with relevant procedures and standards. 4. Replenish and manage stock and tickets, delivering high standards of display, shopkeeping and legality, following the relevant procedures. 5. Carry out housekeeping activities following the relevant procedures and standards. 6. Develop knowledge of products, including new lines and offers, and share that knowledge with customers and other Partners in a confident manner. 7. Supporting activities associated with stock control routines. 8. Look for, and act on, opportunities to provide product information and service to customers. 9. Keep up to date and knowledgeable about section, branch and wider business, including Partner handbook, Chronicle and Gazette, and contribute to communication meetings. 10. Drive personal development, working with your line manager and taking advantage of available development opportunities. 11. Maintain required business dress and personal hygiene standards. <p>Training to be provided: Intermediate Level Apprenticeship in Retail.</p> <p>Skills Required: Positive and friendly.</p> <p>Qualifications Required: No previous qualifications required.</p> <p>Personal Qualities: Customer service skills.</p>		
<p>To apply for this position please visit: www.apprenticeships.org.uk</p>		

LOCATION: EAST COWES

Apprentice Care Assistant	Community Spirited	Ref: VAC000487920
Hours: 30 per week	Wage: £81.90 per week	Closing Date: 22/09/2014
<p>Working as part of a team the apprentice will be required to work in the community as a home help, this will involve driving to the clients homes around the Island on a daily basis. This will include food preparation, light cleaning duties, and aiding with shopping when required.</p> <p>Training to be provided: NVQ Level 2 in Health & Social Care</p> <p>Skills Required: Effective communication skills, patience, good listening skills, caring nature. Flexibility with approach to work essential. Candidate must be a car driver as you would be required to visit clients in their own homes around the Island.</p> <p>Qualifications Required: None as full training will be given.</p> <p>Personal Qualities: Trustworthy, caring and enthusiastic person capable of working on own initiative and as part of a team.</p>		
<p>To apply for this position please visit: www.apprenticeships.org.uk</p>		

LOCATION: ISLANDWIDE

Apprentice Sales Negotiator	Watson Bull & Porter (Newport)	Ref: VAC000477726
Apprentice Sales Negotiator	Watson Bull & Porter (Shanklin)	Ref: VAC000477711
Hours: 37 ½ per week, over 5 days, 9am till 5pm	Wage: £120 per week	Closing Date: 20/10/2014
<p>You will have a genuine interest in joining the estate agency sector and will understand that it is a fast paced environment where time management is of paramount importance. Excellent communication with Buyers, Sellers and Landlords is key; this involves telephone and email communication. You will need an eye to detail in the preparation of property details which are to be displayed within the company office and websites. First impressions are paramount as you will meet and greet new and existing clients Sellers, Landlords and Buyers. You will gain training to successfully market, advertise and sell properties in the local area. This will include visiting properties and meeting the sellers to gather property details to enable you to advertise properties onto the market, meeting with buyers to visit potential properties. You will be involved in general office duties include filling and faxing documentation for tenants and landlords, dealing with post and completing administration tasks for staff members. You will be part of a team and be working as a team. You will also be dealing with customers face to face and taking telephone enquiries and registering potential client's details on the database of interest in particular properties or advertising a particular property. You will also be logging customer details on the computer which includes keeping the database up to date with new properties, updating clients and landlord details. You will arrange viewings for clients and also arrange valuations for clients on properties along with cross selling other services and canvassing. There is chance of overtime with this position, paid at national minimum wage. Five days a week – Monday – Saturday with day off in week if Saturday part of working week – Saturday would usually be on a rota basis. Visits out of the office may be part of the job role when visiting sellers and buyers at properties.</p> <p>Training to be provided: Intermediate Level Apprenticeship in Property Services</p> <p>Skills Required: Computer literate, good telephone manner, excellent communication skills, ability to work as part of a team, organisational skills.</p> <p>Qualifications Required: Maths and English GCSE A* - C or equivalent is desirable</p> <p>Personal Qualities: Positive attitude, persistent and persuasive, keen to succeed, confident, ambitious, motivated.</p>		
<p>To apply for this position please visit: www.apprenticeships.org.uk</p>		

LOCATION: ISLANDWIDE

Apprentice Retail Assistant	The Sports Shop (Ryde)	Ref: VAC000476631
Apprentice Retail Assistant	The Sports Shop (Shanklin)	Ref: VAC000476709
Hours: 30 per week 9am-4pm, over 5 days	Wage: £120 per week	Closing Date: 04/11/2014
<p>This is a fantastic opportunity for an apprentice to gain some valuable skills and experience. Duties for the role include: helping with stock, merchandising, liaising and serving customers on a day to day basis, pricing products, sorting deliveries, stock rotation tidying and use of till training. Reporting to the manager. The successful candidate would also receive a 25% discount of all sports gear within the store as well as 10% discount of the local leisure centre the Heights.</p> <p>Training to be provided: Intermediate Level Apprenticeship in Retail</p> <p>Skills Required: Well presented, keen to learn, hard-working, punctual.</p> <p>Qualifications Required: None as full training provided.</p> <p>Personal Qualities: Sporty, good customer service skills.</p>		
To apply for this position please visit: www.apprenticeships.org.uk		

LOCATION: NEWPORT

Hairdressing Apprentice	Precision Hair	Ref: VAC000486225
Hours: 30 per week, over 5 days	Wage: £81.90 per week	Closing Date: 04/09/2014
<p>The successful candidates duties will include:</p> <ul style="list-style-type: none">- Helping to keep the salon clean and tidy- Reception duties, including making bookings and answering the telephone- Make drinks for clients- Provide good customer service- Shampooing hair- Attend College one day per week- Eventually cutting and styling hair- Helping stylists as required- Maintain standards of hygiene and cleanliness within the salon <p>Training to be provided: Intermediate Level Apprenticeship in Hairdressing</p> <p>Skills Required: Good customer service, patience, able to use own initiative, able to listen to instructions and implement them, quick learner, good listening skills, health and safety awareness.</p> <p>Qualifications Required: No formal qualifications required just a willingness to do the job.</p> <p>Personal Qualities: Helpful, responsible, reliable, punctual, honest, smiley, good natured, willing to work hard, willing to implement what has been learnt at College into their everyday working week.</p>		
To apply for this position please visit: www.apprenticeships.org.uk		

LOCATION: NEWPORT

Marketing & Media Assistant (Creative Apprentice)	Quay Arts	Ref: VAC000487278
Hours: 30 per week	Wage: £81.90 per week	Closing Date: 08/09/2014
<p>The main purpose of the role is to provide administrative and social media support to the Marketing and Media Co-ordinator, but there will be opportunities to be involved in other areas of the Arts and Commercial teams' work. The role requires good ICT skills and the ability to develop organisational skills in order to support the varied programme of arts and commercial activities delivered at the Centre. This post is an administrative office-based role in a creative, positive and dynamic working environment.</p> <p>Key responsibilities</p> <p>1) Marketing administration:</p> <ul style="list-style-type: none"> • Ensure all marketing material at Quay Arts is kept up-to-date eg racks are full of brochures, old flyers are removed etc. • Pro-actively disseminate marketing material outside Quay Arts. • Provide social media and website updates. <p>2) Box Office and Craft Shop:</p> <ul style="list-style-type: none"> • Provide lunch break and occasional relief for Box Office and Craft Shop staff, which involves front of house duties eg ticket and craft sales, answering the phone and dealing with enquiries from the general public. <p>Training to be provided: Training will be provided by Artswork, to complete the community arts qualifications. This will include training whilst in the workplace as well as travel to Artswork's premises in Southampton where you will work with apprentices from other arts organisations.</p> <p>Skills Required: Potential strong organisational and administration skills.</p> <p>Qualifications Required: GCSE A*-C in Maths, English & ICT or equivalent.</p> <p>Personal Qualities: A lot of initiative and an ability to work with little direct supervision.</p>		
<p>To apply for this position please visit: www.apprenticeships.org.uk</p>		

Apprentice Hairdresser	Andrew Ross	Ref: VAC000486526
Hours: 30 per week	Wage: £81.90 per week	Closing Date: 08/09/2014
<p>Andrew Ross Hairdressers is looking for someone to work in a modern, stylish and fast paced salon, the successful candidate will be working as an Apprentice Stylist. A full standard hairdressing kit worth £100 will be provided free of charge consisting of everything you will require to start your hairdressing apprenticeship.</p> <p>The duties will include:</p> <ul style="list-style-type: none"> • Meeting and greeting clients in a friendly and helpful manner, and offering them refreshments. • Cleaning the salon, equipment and work areas. • Shampooing, conditioning and rinsing hair. • Assisting the qualified stylists with client preparation. • After relevant training, some basic cutting and styling will be involved in this role, this will become more complex as your skills develop. <p>Training to be provided: Level 2 Diploma in Hairdressing</p> <p>Skills Required: Good communication and interaction skills, ability to work under pressure, some creative flair, a desire to succeed in the hairdressing industry.</p> <p>Qualifications Required: None, as full training will be provided.</p> <p>Personal Qualities: Well presented, pleasant, friendly and polite, good hand/eye co-ordination is essential, enthusiasm for the industry.</p>		
<p>To apply for this position please visit: www.apprenticeships.org.uk</p>		

LOCATION: NEWPORT

Apprentice Hairdresser	Pin Ups	Ref: VAC000486609
Hours: 30 per week	Wage: £81.90 per week	Closing Date: 08/09/2014
<p>Pin Ups is looking for someone to work in a modern, stylish and fast paced salon, the successful candidate will be working as a Hairdressing Apprentice. A full standard hairdressing kit worth £100 will be provided free of charge consisting of everything you will require to start your hairdressing apprenticeship.</p> <p>The duties will include:</p> <ul style="list-style-type: none">• Meeting and greeting clients in a friendly and helpful manner, and offering them refreshments.• Cleaning the salon, equipment and work areas.• Shampooing, conditioning and rinsing hair.• Assisting the qualified stylists with client preparation.• After relevant training, some basic cutting and styling will be involved in this role, this will become more complex as your skills develop. <p>Training to be provided: Level 2 Diploma in Hairdressing.</p> <p>Skills Required: Good communication and interaction skills, ability to work under pressure, some creative flair, a desire to succeed in the hairdressing industry.</p> <p>Qualifications Required: None, as full training will be provided.</p> <p>Personal Qualities: Well presented, pleasant, friendly and polite, good hand/eye co-ordination is essential, enthusiasm for the industry.</p>		
To apply for this position please visit: www.apprenticeships.org.uk		

LOCATION: RYDE

Accounting Apprentice with Office Duties	Everycare	Ref: VAC000478510
Hours: 35 per week, Mon-Fri, 9am-5pm	Wage: £95.55 per week	Closing Date: 10/09/2014
<p>This role will require a person who enjoys working with figures and financial processes. This role will start off as most training roles with simple tasks to aid learning with more responsibility as skills and confidence expand. The accounts will be the main focus of this role from day 1 but there will be other tasks to do too whilst you are learning:</p> <ul style="list-style-type: none">- Dealing with telephone enquiries.- Handling payments / Paying in to the bank- Invoicing customers- Working with Sage (after training)- Handling financial queries- Passing on accurate messages- Maintaining good relationships with customers and colleagues <p>Training to be provided: Intermediate Level Apprenticeship in Accounting</p> <p>Skills Required: Good numeracy and literacy skills, efficient, the ability to remain calm when the office gets busy, a methodological approach, good organisational skills, initiative, problem solving skills, punctuality, reliability, good IT skills, clear communication skills, accuracy and attention to details.</p> <p>Qualifications Required: The employer has expressed that the successful candidate should hold at least GCSE Grade C (or equivalent) in English and Maths. However they are very keen to employ someone who is bright, has the right attitude, is dedicated to the role, the company and to learning.</p> <p>Personal Qualities: A good work ethic, a willingness to learn new skills and implement them into the working environment, polite and helpful, team player, a level of maturity, a positive attitude, well presented, common sense approach, someone looking for a career.</p>		
To apply for this position please visit: www.apprenticeships.org.uk		

LOCATION: RYDE

Care Assistant Apprenticeship	Fairhaven	Ref: VAC000484363
Hours: 30 hours per week, including weekends, shifts: 2pm-8pm/8am-2pm	Wage: £80.40 per week	Closing Date: 05/09/2014
<p>Fairhaven is home to 21 older people and also provides day care on a daily basis. Many of our service users have advanced dementia and complex needs and staff are trained in challenging behaviours to ensure they are able to manage this. The employee will be supporting individuals in all their personal care needs including incontinence, assisting them to maintain dietary and fluid levels, basic housekeeping and laundry and also helping service users to join in daily activities and occasional outings as part of their social well-being.</p> <p>Training to be provided: Intermediate Level Apprenticeship in Health and Social Care</p> <p>Qualifications Required: Good level of Maths and English.</p> <p>To apply for this position please visit: www.apprenticeships.org.uk</p>		

Apprenticeship in Catering Customer Service	Planet Ice Arena	Ref: VAC000484803
Hours: Monday-Sunday, 30 per week	Wage: £81.90 per week	Closing Date: 15/11/2014
<p>Continuing our company's high standards of customer care and health and safety paperwork. Being approachable and knowledge within our catering department. Will need to work as part of a team as event can be busy</p> <p>Training to be provided: Intermediate Level Apprenticeship in Customer Service</p> <p>Skills Required: Can work as a team</p> <p>Qualifications Required: None necessary as training will be given</p> <p>Personal Qualities: Confident, good with cash handling and flexible.</p> <p>To apply for this position please visit: www.apprenticeships.org.uk</p>		

SEN/Behaviour Support Assistant Apprentice	Oakfield Primary School	Ref: VAC000484025
Hours: 40 per week, 9am-5pm, Monday-Friday	Wage: £110 per week	Closing Date: 30/09/2014
<p>To work with the SENCO, Behaviour Support Manager and class teachers as appropriate supporting pupils with identified additional needs within the early years' setting. To provide support for pupils in a variety of settings including in class, on the playground and in the Nurture Suite. To supervise and develop good social skills with the pupil outside of classroom times such as over lunch and play times following the schools agreed policies. To support identified pupils with developing their skills in accordance with their individual behaviour and education plans. To liaise with other members of the teaching and behaviour management team to ensure good continuity of care and standards and achievement.</p> <p>Training to be provided: Intermediate Level Apprenticeship in Supporting Teaching and Learning In Schools.</p> <p>Skills Required: Communication skills, IT literate, supporting.</p> <p>Qualifications Required: GCSE in Maths and English (A-E) or equivalent.</p> <p>Personal Qualities: Friendly, caring, confident, outgoing, eager to learn.</p> <p>To apply for this position please visit: www.apprenticeships.org.uk</p>		

LOCATION: RYDE

Apprenticeship in Leisure Marketing	Planet Ice Arena	Ref: VAC000484784
Hours: 10am-4pm, Monday to Friday, 30 per week	Wage: £81.90 per week	Closing Date: 15/11/2014
<p>The apprentice will be responsible for assessing sales of products, reviewing and improving our sales figures. These will be products such as our Skate excellence learn to skate programme, our Learn to play hockey programme, birthday parties and our disco sessions. The role will also include working with the hockey teams planning and executing school visits to bring more awareness of what the arena has to offer. You will also be expected to plan advertise and run events such as family fun days, themed discos and quizzes in our bar area.</p> <p>Training to be provided: Intermediate Level Apprenticeship in Marketing</p> <p>Skills Required: Good understanding of computer programmes, good English and maths skills.</p> <p>Qualifications Required: English and Maths or equivalent</p> <p>Personal Qualities: It is recommended that applicant be outgoing, active and well mannered to suit the role and merge with our current staffing team.</p>		
To apply for this position please visit: www.apprenticeships.org.uk		

LOCATION: SANDOWN

Apprentice Domiciliary Care Assistant	Acorn Care Services	Ref: VAC000488285
Hours: 35 per week	Wage: £95.55 per week	Closing Date: 22/09/2014
<p>Working as an Apprentice Domiciliary Care Assistant you will be required to have some form of transport or at least be working towards obtaining your driving licence as you will be visiting service users in their own homes across the Island.</p> <p>The job role will include –</p> <ul style="list-style-type: none">• Providing personal care and helping with dressing clients• Assisting at mealtimes ie: breakfast, lunch and evening meals• Interacting with clients <p>Domiciliary care enables service users to remain living within their own home, whilst receiving the support that they need. We work together with our clients to enable us to provide the support they require whilst maintaining as much independence as possible.</p> <p>Training to be provided: Level 2 NVQ Diploma in Health & Social Care</p> <p>Skills Required: Ability to communicate well and work as an effective team player, good ability to be able to write and record in clients notes and other documentation, must have a desire and interest to work with the elderly. Car driver essential.</p> <p>Qualifications Required: None as full training will be provided but must be willing to progress within the field of Health & Social Care training opportunities.</p> <p>Personal Qualities: Bright, cheerful, honest and willing to work.</p>		
To apply for this position please visit: www.apprenticeships.org.uk		

LOCATION: SANDOWN

Apprentice Care Assistant	Stonehaven	Ref: VAC000487953
Hours: 36 per week	Wage: £98.28 per week	Closing Date: 22/09/2014
<p>The successful candidates duties will include assisting residents and accommodating their needs and requirements and will be required to have the following qualities:</p> <ul style="list-style-type: none"> • Have good people skills and a good communicator. • Assisting with personal care and dressing. • Assisting at meal times and help with eating. • Supporting residents with their daily activities. • Provide emotional and social support • Deliver high standards of care meeting the need of each client. <p>Training to be provided: Level 2 NVQ Diploma in Health & Social Care</p> <p>Skills Required: Good communication skills, empathy with the residents, friendly manner, team worker, efficient attitude to work.</p> <p>Qualifications Required: None as full training will be provided but a good standard of spoken English required.</p> <p>Personal Qualities: Trustworthy, good work ethic, enthusiastic friendly personality.</p>		
<p>To apply for this position please visit: www.apprenticeships.org.uk</p>		

LOCATION: TOTLAND

Care Assistant Apprentice	Westview House	Ref: VAC000484311
Hours: 5 days per week, 30 hours, shifts: 7am-2pm/2pm-9pm	Wage: £189.30 per week	Closing Date: 05/09/2014
<p>To provide clients with dementia help and support with their daily care needs, ensuring dignity and independence at all times.</p> <p>As a care Assistant your role will include;</p> <ul style="list-style-type: none"> • Support clients who need assistance with their personal care. • Assist clients who have limited mobility or physical disabilities, making the best of aids provided. • Assist in the control of continence, providing comfort with dignity. • Assist clients who need help at mealtimes • Care for clients who are temporarily unwell. • Assist in giving stimulation to clients by helping them continue with hobbies and activities in the home in line with IHC Ltd VITAL Activities policy. • Read and write reports when necessary. • Take part in staff and clients meetings and attend training sessions when requested. • Observe IHC Ltd Health & Safety and Fire Regulation policy and procedures at all times. • Complete all mandatory training courses within the specified timescales. <p>Training to be provided: Intermediate Level Apprenticeship in Health and Social Care</p> <p>Qualifications Required: No qualifications are an absolute requirement. Although English language skills are vital.</p>		
<p>To apply for this position please visit: www.apprenticeships.org.uk</p>		

LOCATION: TOTLAND

Apprentice Care Assistant	Down House	Ref: VAC000486798
Hours: 30 per week	Wage: £81.90 per week	Closing Date: 08/09/2014
<p>Down House is a residential care home looking after 17 residents and specialising in looking after people with dementia, old age and physical disability. The successful candidates duties will include assisting residents and accommodating their needs and requirements and will be required to have the following qualities:</p> <ul style="list-style-type: none"> • To be able to deliver high standards of care to clients working alongside the existing team. • Have good people skills and be a good communicator. • To assist with personal care and dressing. • To assist at meal times. • To support residents with their daily activities. • To provide emotional and social support. <p>Training to be provided: Level 2 NVQ Diploma in Health & Social Care Skills Required: Ability to communicate well and work as an effective team player, must have a desire and interest to work in the care sector, patience and with good listening skills, flexibility with approach to work. Qualifications Required: None as full training will be provided. Personal Qualities: Bright, cheerful, honest and a willingness to work hard.</p>		
<p>To apply for this position please visit: www.apprenticeships.org.uk</p>		

Apprentice Care Assistant	Eden House	Ref: VAC000487895
Hours: 30 per week	Wage: £81.90 per week	Closing Date: 22/09/2014
<p>Eden House is a care home specialising in providing care for people with dementia and mental health needs. The successful candidates duties will include assisting residents and accommodating their needs and requirements and will be required to have the following qualities.</p> <ul style="list-style-type: none"> • To be able to deliver high standards of care to clients working alongside the existing team. • Have good people skills and be a good communicator • Assisting with personal care and dressing • Assisting at meal times and help with eating • Supporting residents with their daily activities • Provide emotional and social support • Deliver high standards of care meeting the needs of each client. <p>Training to be provided: Level 2 NVQ Diploma in Health & Social Care Skills Required: Ability to communicate well and work as an effective team player, good ability to be able to write and record in clients notes and various other documentation, must have a desire and interest to work with the elderly. Qualifications Required: None as full training will be provided but must be willing to progress within the field of Health & Social Care training opportunities. Personal Qualities: Bright, cheerful, honest and willingness to work hard.</p>		
<p>To apply for this position please visit: www.apprenticeships.org.uk</p>		

LOCATION: TOTLAND

Apprentice Healthcare Worker	Seven Gables	Ref: VAC000487914
Hours: 30 per week	Wage: £135 per week	Closing Date: 22/09/2014
<p>Seven Gables is a family run care home providing 25 beds for the care of the elderly. The successful candidates duties will include assisting residents and accommodating their needs and requirements and will be required to have the following qualities:</p> <ul style="list-style-type: none">• To be able to deliver high standards of care to clients working alongside the existing team.• Have good people skills and be a good communicator.• Assisting with personal care and dressing.• Assisting at meal times and help with eating.• Supporting residents with their daily activities.• Provide emotional and social support.• Deliver high standards of care meeting the needs of each client <p>Training to be provided: Level 2 NVQ Diploma in Health & Social Care</p> <p>Skills Required: Ability to communicate well and work as an effective team player, good ability to be able to write and record in clients notes and various other documentation, must have a desire and interest to work with the elderly.</p> <p>Qualifications Required: None as full training will be provided but must be willing to progress within the field of Health & Social Care training opportunities.</p> <p>Personal Qualities: Bright, cheerful, honest and willing to work.</p>		
To apply for this position please visit: www.apprenticeships.org.uk		

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- You must be able to attend **LIVE EVENING EVENTS** at Shanklin Saturday October 25 and at Ryde Friday December 5th

FOR MORE INFORMATION and/or TO ENROL contact Linda Stone @ Isle of Wight College
t: Linda on 550601 or Admissions on 535210 e: linda.stone@iwcollege.ac.uk

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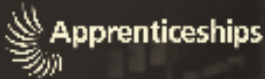
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- Are you aged 16-23?
- Friendly and enthusiastic?
- Like to work with people?
- You could work in a pub or bar!



Licensed Hospitality Works

training provided starts SEPT 16TH no experience required

A pub or a bar is a fun and sociable place to be. However you might not have considered that YOU could work in this dynamic, fast-moving and exciting sector and begin a rewarding career!

Leading training provider, HTP Training in partnership with BII, is currently recruiting and training 15 young people aged 16-23 to work full-time for local employers in local bars, hotels, restaurants and nightclubs.

Typical job roles include; Barpersons, restaurant staff and Assistant Bar Managers. These would include areas such as serving customers, cash handling, merchandising and marketing, cellar work and customer interaction.

How it works

Stage 1 - Pre-Employment Training

The pre-employment training sessions run over 6 weeks in Newport and will include qualifications in Responsible Alcohol Retailing, Food Safety and Health & Safety. In addition to this there will be industry-related training, as well as support in CV writing and interview skills. During this time we will work with you to secure job interviews and work experience, getting you ready to progress onto an Apprenticeship.

Stage 2 - Apprenticeship

Upon successful completion of Stage 1, you will progress onto an Apprenticeship in Licensed Hospitality and into full-time employment. The Apprenticeship takes 12 months, during which you'll be fully supported by HTP Training.

Talk to us today-call Sallyanne Farley on **01983 533926** or email sallyanne.farley@htptraining.com



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