

5 March 2015

# Job Vacancy / Information Bulletin

## for young people

A collection of current job vacancies, training opportunities and information, from various sources



[www.youngsouthampton.org](http://www.youngsouthampton.org)



## National Apprenticeship week

### 9<sup>th</sup> – 13<sup>th</sup> March



Did you know...

- in 2014 the most popular apprenticeship was health and social care
- since 2010, there have been over 2 million apprenticeship starts in England
- apprenticeships are available in over 170 industries including aerospace, fashion, broadcast media and finance – with 1500 job roles available
- in 1914 most apprentices started work aged 15 to 17, compared with 19 to 24 today
- women now take up 55% of apprenticeships
- 19% of advanced apprentices progress to Higher Education
- higher apprenticeships are available in 40 subjects
- 100 years ago the most common apprenticeship was dressmaking, followed by engineering
- 90% of apprentices stay in employment after finishing their apprenticeship (includes 2% self-employed)
- 71% of apprentices stay with the same employer
- 82% said their apprenticeship had improved their ability to do the job and 79% said that their career prospects had improved
- 100 years ago an apprentice could be summoned to court for being 'idle' or having a 'bad attitude'
- more than 850,000 people have been earning and learning on an apprenticeship in 2013 to 2014
- up to 25,000 apprenticeship vacancies available online at any one time
- there were 1.4 million online applications in 2012 to 2013
- **there has never been a better time to employ an apprentice, or start an apprenticeship**

[www.apprenticeships.gov.uk](http://www.apprenticeships.gov.uk)

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# HOT JOBS

## Don't miss these!



Need to get there quickly?  
Just click on the link!

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# Daily Echo Vacancies

5 March 2015

Please consult the relevant edition of the ECHO or visit the website for further details as all information below has been abbreviated. Vacancy information correct at time of publication.

*Some employers are unable to employ young people directly from school due to age restrictions in their insurance policies, so please check at the time of application.*

Click on the title and it will take you directly to the original advert on-line

- [Assistant Storekeeper and an Administration Apprentice](#)

Southampton

Giro Engineering Ltd

Giro Engineering Ltd have a vacancy for an Assistant Storekeeper Preferred Experience Stores Practices MRP/ERP IT Packing & Dispatching Stock Control...

- [Cleaners](#)

SOUTHAMPTON

Brook Lane Rest Home

Cleaner required for rest home in Locks Heath. Tel 01489 576010.

- [Admin Assistant](#)

Southampton

ACE

£7.50 - £9.00/hour

Admin Assistant Service company require competent experienced person in our admin department. Duties: Personal and telephone contact with our clients...

- [In-store promotional person for Photographer](#)

Hedge End

Photo Trend

IN-STORE PROMOTIONAL PERSON FOR PHOTOGRAPHER Approaching public in supermarkets. Southampton and surrounding areas. No selling involved. Full-time/...

- [Retail Sales Assistant](#)

Hedge End £6.50/hour



[Toolstation](#)

Would you like to work for one of the UK's fastest growing companies? Toolstation is one of the UK's fastest growing companies and as such can offer...

INFORMATION SERVICE - WE ARE NOT RESPONSIBLE FOR THESE VACANCIES

[www.dailyecho.co.uk/jobs](http://www.dailyecho.co.uk/jobs)

- [Car valeter plus odd jobs](#)

SOUTHAMPTON

Kinson Motor Company

Car valeter plus odd jobs. P/T, 4 days per wk, 4 hrs per day. Wages neg. Tel 023 80766870

- [Administrator](#)

Southampton

Chamsys

ADMINISTRATOR ChamSys is recruiting for a diverse role involving Purchase and Sales Ledgers, HMRC submissions, Sales Order Processing, etc. For...

- [Nursery Practioners](#)

Southampton

Sunshine Nursery

Nursery Practioners (Full Time) Required for our Shirley Nursery and our Hythe Pre-School. Phone Simone on 02380 638270 for further details or email...

- [Bricklayers](#)

Southampton

R T Little Brickwork Ltd

BRICKLAYERS REQUIRED In various sites. Must have C&Cs. Tel: 07885 417413

- [Catering Assistant \(Bank\)](#)

Southampton

[Anchor](#)

Location: Dawson Lodge, Botley Road, West End, Southampton, Hampshire, SO30 3RS  
Contracted Hours: Bank, as and when required Reporting into the Chef...

- [Barber / Hairdresser](#)

Southampton

Crew Barber Shops

BARBER / HAIRDRESSER Experienced, employed, Crew City centre, call Martin 07714 761666.

INFORMATION SERVICE - WE ARE NOT RESPONSIBLE FOR THESE VACANCIES

[www.dailyecho.co.uk/jobs](http://www.dailyecho.co.uk/jobs)

- [Food and Beverage Assistant](#)

Southampton

[Hilton Worldwide - UNITED KINGDOM](#)

A Food & Beverage Assistant with Hilton Hotels & Resorts is responsible for working in all areas of Food and Beverage as needed to deliver an excellent...

- [Room Attendant](#)

Southampton

[Hilton Worldwide - UNITED KINGDOM](#)

A Room Attendant with Hilton Hotels & Resorts is responsible for cleaning guest rooms and replenishing amenities to deliver an excellent Guest and...

- [Trainee Sales Assistant](#)

Southampton

[Vanguard](#)

Sales Assistant – Southampton - Immediate Start About Us: We specialise in New sales and brand awareness in the Southampton area, by utilizing direct...

- [Insurance Adviser](#)

Southampton

HIGOS INSURANCE SERVICES LTD

Want a career, not just a job? Higos is an independent insurance broker, with many branches In the South West We care about our clients getting the...

- [Fixed Term Customer Advisor - Southampton](#)

Southampton

Medical Staffing

Fixed Term Customer Advisor - Southampton Salary starts at c.£15k per annum Working 40 hours per week on a fixed term basis until December 31st 2016...

- [Stock Assistant](#)

Nationwide

[Aldi](#)

Job Title: Stock Assistant Location: Nationwide Salary: £7.25 rising to £7.40 per hour. We want... If you're hard working, reliable and dedicated to...

INFORMATION SERVICE - WE ARE NOT RESPONSIBLE FOR THESE VACANCIES

[www.dailyecho.co.uk/jobs](http://www.dailyecho.co.uk/jobs)

- [Customer Service & Sales Assistant](#)

Southampton

[Vanguard](#)

Customer Service & Sales Assistant – Southampton - Immediate Start About Us: We specialise in New sales and brand awareness in the Southampton area,...

- [Customer Greeter - Southampton - £7.39 PH](#)

Southampton

[Medical Staffing](#)

Customer Greeter - Southampton - £7.39 PH Permanent role at 20 hours per week Red Funnel is an integrated transport, travel and leisure company...

- [LAUNDERETTE STAFF](#)

Southampton



The Soap Tree

LAUNDERETTE STAFF P/T for shop in Regents Park, Southampton. Involves ironing & dealing with members of the public. Email Tony:

- [Super Yacht Services Administrator](#)

Southampton

Chartco

Super Yacht Services Administrator (Southampton Based) We are looking for someone with an excellent understanding of Microsoft Outlook, Excel and Word...

- [Stylists](#)

SOUTHAMPTON

GOSSIP HAIR BEAUTY & NAILS

Stylists Required F/T or P/T. Salon Experience Essential and able to run a busy column. We are looking for someone to join our friendly team in West

- [MEDICAL RECEPTIONISTS](#)

Southampton

DR P J GRAY & PARTNERS BATH LODGE

MEDICAL RECEPTIONISTS We have vacancies for three Part-Time Receptionists. Various hours available but you must be able to work at least one evening...

INFORMATION SERVICE - WE ARE NOT RESPONSIBLE FOR THESE VACANCIES

[www.dailyecho.co.uk/jobs](http://www.dailyecho.co.uk/jobs)

# Working with children

## Children & Young People Now Jobs

[www.cypnowjobs.co.uk](http://www.cypnowjobs.co.uk) is the specialist job site. The site includes vacancies across all sectors, including youth justice, youth work, childcare & early years, education, health and social care.

## Childminders, Babysitters, Nannies

[www.freedomchildcare.com](http://www.freedomchildcare.com) can offer flexible temporary work through to permanent work. Experience with children is essential and a level 2 or 3 qualification essential for Nursery and pre-school positions.

## Creche workers

[www.mobilecreche.biz](http://www.mobilecreche.biz) You will need to have a level 2 NVQ qualification, have first aid experience, proof of ID and experience of working with children aged 0-8 / 8-14 to register on this website. Tel: 0800 4580 187 E-mail: [vacancies@mobilecreche.biz](mailto:vacancies@mobilecreche.biz)

## CURRENT VACANCIES

Job Vacancy:	Location:	Contact:	Closing date:
<a href="#">Assistant Practitioner x 2</a>	Honeybeez Preschool	02380550695	27th March 2015
<a href="#">Childcare Practitioner</a>	Paintpots	<a href="mailto:jobs@paintpotsnursery.co.uk">jobs@paintpotsnursery.co.uk</a>	27th March 2015
<a href="#">Childcare Practitioner (2 posts)</a>	Paintpots – Waterloo Rd	<a href="mailto:jobs@paintpotsnursery.co.uk">jobs@paintpotsnursery.co.uk</a>	31 <sup>st</sup> March 2015
<a href="#">Early Years Practitioner</a>	The Shore Preschool	07790423079	6 <sup>th</sup> March 2015
<a href="#">Nursery Assistant (Supply)</a>	Learning Land	02380 399895	31 <sup>st</sup> March 2015
<a href="#">Nursery Nurses (ref 380) Zero hours - ongoing</a>	YMCA	01489 785228	
<a href="#">Pre-school Practitioner</a>	Busy Bee Pre-school	07775880500	20 <sup>th</sup> March 2015
<a href="#">Toy Librarian</a>	Community Playgroup	02380 335362	25 <sup>th</sup> March 2015



These vacancies have now moved to a new website. Please visit this for further details:

<http://sid.southampton.gov.uk/kb5/southampton/directory/results.page?familychannel=9-10>



# Jobcentre Plus Vacancies

Hundreds of vacancies are displayed on this website.  
Here is just a small selection:

*Click on the underlined link for further information on the vacancy*

Job Title	Location	Job ID:	Further details
<a href="#">Warehouse Operatives</a>	Southampton	13529735	£6.50/hour
<a href="#">Paint Sprayer</a>	Southampton	13772233	£10.00 - £12.00/hour
<a href="#">Retail Sales &amp; Promotions Assistant</a>	Southampton	9647358	£15,600.00 per year
<a href="#">Ocean Export Operator/ Customer Service</a>	Southampton	13771059	Salary not specified
<a href="#">Casual Mail Sorter Southampton</a>	Southampton	13770555	6.50 per hour
<a href="#">Healthcare Assistant- Southampton</a>	Southampton	13781080	Full time
<a href="#">Customer Service and Sales Assistant; Southampton</a>	Southampton	13064710	£15,000 per year
<a href="#">Labourer</a>	Southampton	13750117	6.50 - 9.00 per hour
<a href="#">Appointment Maker</a>	Southampton	8869187	Exceeds National Minimum Wage
<a href="#">Window Cleaner</a>	Southampton	13748996	Full time
<a href="#">Parts Advisor Apprenticeship</a>	Southampton	13748055	£2.73 per hour
<a href="#">Grounds Maintenance Operative</a>	Southampton	13746977 	Hourly rate plus attendance and productivity bonus
<a href="#">Guest Service Staff - Reception</a>	Southampton	13746013	Jurys Inn
<a href="#">Seasonal Customer Service Assistant</a>	Southampton	12163391 	Southampton Airport

# Other Job Vacancies

## [Sales assistant - Running and Fitness](#)

Décathlon - Southampton

You'll ensure the products are well laid out and presented, and make sure the right stock is available for our customers....

## [Removals - Porters / Packers](#)

White & Company Plc - Southampton

£7 an hour

It will involve working away from our home bases both in the UK and Europe, accommodation, meal allowance plus overnight subsistence will be provided as well as...

## [Temporary Shop Assistant - Portswood, Southampton](#)

Age UK - Southampton

£6.50 an hour

You will assist the Manager and Assistant Manager to provide a high quality retail service in relation to agreed performance targets....

## [Burger King Opening Team -](#)

CPL Food Group - Southampton

£15,000 - £21,000 a year

Joining the opening team is a fantastic opportunity to work in new locations across the country, with all accommodation and transport costs catered for by us....

## [Customer Assistant - Part Time -](#)

Tesco - Southampton SO18

Customers are always able to get the products they need. Customers leave our store feeling valued and satisfied....

## [Customer Advisor \(25217\) -](#)

EE - Southampton £9.63 an hour

Surrounded by the latest products, all presented in an easy-to-understand way, you'll be on hand to give demonstrations, encourage customers to have a play

## [Postman/Woman with Driving - Bitterne Manor](#)

Royal Mail Group - Southampton SO18

We deliver to our customers 6 days a week, but now instead of seeing the postwoman and postman on a bike or carrying heavy bags, you will see them out in shared...

## [NHS Receptionist](#)

White Knight Recruitment - Southampton

£7 - £9 an hour

As a NHS Receptionist

## [Warehouse Assistant](#)

Gi Group - Southampton SO15

We are currently seeking WAREHOUSE STAFF to work at busy, fast paced, customer focused environments sites in SOUTHAMPTON, HAMPSHIRE....

## [Till Operative/shop-floor assistant](#)

Buyology - Southampton SO14

£6.50 an hour

Answering queries from customers. You should have a comprehensive understanding of your area of sales i.e. retail, Fast Moving Consumer Goods, sports equipment...

Here's a snapshot of the vacancies currently available on this website.  
For more information and application details visit:

[www.indeed.co.uk](http://www.indeed.co.uk)

# Other Job Vacancies

## [Sales Consultant](#)

Next PLC - Southampton - [+1 location](#)  
Understanding and demonstrating customer care and high levels of customer service both on the sales floor and till points....

## [Part Time Crew Member](#)

Tortilla Mexican Grill - Southampton SO15  
£6.50 an hour  
Recruitment process will be a telephone or face to face interview followed by being invited in for a trial shift....

## [Library Assistant](#)

Hampshire County Council Southampton  
£15,621 - £17,583 a year  
As part of this busy, flexible team you will provide an excellent and effective customer service to our many visitors, encouraging the use of our services by...

## [Waiter/ Waitress/ Bar staff/ Runners/ Host](#) -

Bella Italia - Southampton  
We are looking for Waiter/ Waitress/ Bar staff/ Runners/ Hosts to match our fun, fresh and rejuvenated new image for our new opening....

## [BAR STAFF REQUIRED](#)

Gi Group Southampton SO15  
Waiting customers and taking orders. Friendly and helpful with customers and team members Good personal appearance and hygiene....


## [Dog Sitting - Home Dog Boarding](#)

DogBuddy - Southampton  
£25 an hour  
Are you a work-from-home professional, student, retired or a dog lover looking for an extra income at the comfort of your home and without any of the office...


## [Receptionist/Administration Assistant](#) -

HMF Ltd - Southampton  
Answering the telephone, taking messages, greeting visitors, sorting the incoming/outgoing post and general administration work using Microsoft Office....

## [Part Time Dog walking job in Southampton](#)

Wags & Wiggles - Southampton  
Applicants will need to have their own car and willing to transport dogs to the park in their car. Extra work will also be available for dog home boarding, day... 

## [Part Time Clinic Administrator](#)

Vets Now - Southampton  
The successful candidate will assist the Principal Nurse Manager with the key administrative duties within the clinic including banking, debt control, managing... 

## [Customer Service Assistant](#)


One Stop Stores - Southampton - [+2 locations](#)  
£6.73 an hour  
We currently have 750 stores across England and Wales and are looking for Store Managers, Shift Managers & Customer Service Advisors....

..... and many more, click on the job title to take you straight there 

[www.indeed.co.uk](http://www.indeed.co.uk)

# Other Job Vacancies


## [Shelf Stackers](#)

FPR Group - Southampton 

£6.50 - £8.00 an hour

Previous retail experience is not necessary as full training is given. Travel expenses are reimbursed and there is a real opportunity for career progression and...

## [Administrator](#)

Alternative Cruise Parking - Southampton SO40 

The job – General administration duties, including email, telephone and face to face contact with customers along with keeping communal areas clean and tidy....

## [Sales Assistant](#)

Dunelm (Soft Furnishings) Ltd - Southampton 


Sales Assistants are the face of our business, providing great service to our loyal customers. Duties include serving customers, dealing with customer queries,...

## [In Store Crew Southampton - Shirley](#) - no

Domino's Pizza - Southampton

At Domino's Pizza we're looking for people with lots of energy and get up and go, a positive attitude and a willingness to succeed....

## [Customer Service Assistant](#)

BP Retail - Southampton 

£7 an hour

Our convenience retail business continues to grow in size and stature and we are looking for customer focused, experienced customer service champions to help us...

## [Temporary Support Team](#)

Next PLC - Southampton - [+1 location](#) 

As well as some lovely, extra cash, you'll get fantastic retail experience, a foot in the door with Next, a respected name to spice up your CV, and first dibs...


## [Baggage Handlers](#)

The Works Staffing Solutions - Southampton 

£6.50 - £8.09 an hour

The work is temporary to cover the busy season on certain days which runs from April - September and the pay rate is £6.50 per hour with a higher rate at...

## [Kitchen Assistant](#)

Bupa Care Homes 

We provide care for older residents, young people with physical disabilities and to those with a terminal illness. About the Home....


## [No Experience ~ Urgent - Immediate Start ~ Marketing Assista...](#)

ExSell7 - Southampton

£300 - £500 a week

Promote and sell our client's brand, image and products. Work in a focused yet lively atmosphere. Are able to commute to Southampton Town Centre....

## [Microsoft IT Apprentice](#)

Confidential - Southampton SO40 

In addition we provide nationwide IT support to customers who make use of our bespoke pharmacy software. Managing stock relating to the company's products...

..... and many more, click on the job title to take you straight there



[www.indeed.co.uk](http://www.indeed.co.uk)

# University of Southampton

Closing date

<a href="#">532215TD</a>	<a href="#">Domestic Assistant</a>	Estates & Facilities	18/03/2015
<a href="#">531515EW</a>	<a href="#">Customer Service Advisor</a>	Student Services	18/03/2015
<a href="#">532015F5</a>	<a href="#">Faculty Receptionist/Administrative Assistant</a>	FOS - Medicine	18/03/2015
<a href="#">531215F2</a>	<a href="#">Technician</a>	Engineering & the Environment	17/03/2015
<a href="#">532315TB</a>	<a href="#">Examinations Invigilator</a>	Temp bank	11/03/2015

[www.jobs.soton.ac.uk](http://www.jobs.soton.ac.uk)

# Southampton Solent Uni

No jobs advertised at present



<https://recruitment.solent.ac.uk/WebRecruitment/>

# Fast Food

Check out these websites for vacancies:

## McDonalds

[www.mcdonalds.co.uk/ukhome/People/Join-the-team.html](http://www.mcdonalds.co.uk/ukhome/People/Join-the-team.html)

## Pizza Hut

[www.careersatpizzahut.co.uk](http://www.careersatpizzahut.co.uk)

## Domino's Pizza

[www.dominos.co.uk](http://www.dominos.co.uk)

## Burger King

[www.bkcareers.co.uk/crew.aspx](http://www.bkcareers.co.uk/crew.aspx)

## Subway

[www.subway.co.uk/business/careers/default.aspx](http://www.subway.co.uk/business/careers/default.aspx)

9 stores in Southampton

## KFC

[www.kfc.co.uk/join-us](http://www.kfc.co.uk/join-us)

## Harry Ramsdens

[www.harryramsdens.co.uk/about-harrys/work-with-us/](http://www.harryramsdens.co.uk/about-harrys/work-with-us/)

## Pret a Manger

[www.pret.com/jobs/](http://www.pret.com/jobs/)

Anyone for coffee? .....

## Costa

[www.costa.co.uk/about-us/our-people/careers/](http://www.costa.co.uk/about-us/our-people/careers/)

## Starbucks

[www.starbucks.co.uk/careers](http://www.starbucks.co.uk/careers)

## Café Nero

[www.caffenero.co.uk/people/ourpeople.aspx](http://www.caffenero.co.uk/people/ourpeople.aspx)



# West Quay Vacancies



## SALES ASSISTANT

Part-time Sales Assistant



## TEAM MEMBERS

WEST QUAY

## SPRING BEAUTY FIX

28 MAR - 29 MAR 2015



This year our Spring beauty event will be held on Saturday 28th March and Sunday 29th March.



Thursday 26 March 2015  
Novotel Hotel, Southampton

Open to the public, free of charge

10am and 3pm



[www.west-quay.co.uk/jobs](http://www.west-quay.co.uk/jobs)

# NHS Vacancies

## Ward Clerk

### Administration

#### **Solent NHS Trust, Royal South Hants Hospital, Southampton**

The Royal South Hants Hospital Service is rapidly developing to meet the needs of people in Southampton. An exciting opportunity has arisen for a ward clerk to join Lower Brambles Ward which is a 24 bed elderly care ward. The ward provides in-patient physical rehabilitation to adults transferred ...

Salary: £15,013 - £17,425 pro rata

Posted: 26/02/2015

Job Type: Permanent

Closing Date: 16/03/2015

Job Ref: 449-AS155A



## SAT Admissions Clerk (Neurology)

### Administration

#### **University Hospital Southampton NHS Foundation Trust, Southampton General Hospital, Southampton**

We are looking for a Specialty Admin Team Clerk to work within the Wessex Neurological Centre in the Neurology Department, based at University Hospital Foundation Trust Southampton. This role will focus largely on the administration and communication of patients` bookings/appointments/...

Salary: £14,294 - £17,425 pa

Posted: 27/02/2015

Job Type: Permanent

Closing Date: 12/03/2015

Job Ref: 188-DIVD139

## Ward Clerk

### Administration

#### **University Hospital Southampton NHS Foundation Trust, Southamp Hospital, Southampton**

F8 is a 36-bedded acute/rehab unit, which offers specialist multi-professional care for all stroke patients over the age of 18. Acute stroke care is a rapidly evolving service; it is a great opportunity and an exciting time to be part of this. The Stroke unit cares for all stroke patients ...

Salary: £14,294 - £17,425 pa

Posted: 26/02/2015

Job Type: Permanent

Closing Date: 12/03/2015

Staff Group: Administrative & Clerical

Job Ref: 188-DIVD138-A



# NHS Vacancies

## Administrator

### Learning Disabilities

#### Southern Health NHS Foundation Trust, Hampshire House, Eastleigh

The West Hampshire Community Learning Disability Service provides high quality healthcare to adults with learning disabilities. The busy multidisciplinary clinical team works from offices both in Eastleigh and Totton and is supported by a team of administrators who work across both bases. The ...

Salary: £16,271 to £19,268 pa, based on full-time hours

Posted: 24/02/2015

Job Type: Permanent

Closing Date: 10/03/2015

Job Ref: 348-0215-LD143

## Administrative Assistant

### Administration

#### Public Health England, Southampton

The postholder will work as part of the laboratory administrative team, to provide clerical support to senior medical staff and the laboratory through the Laboratory Office Manager. Problems and challenges are normally routine and are usually resolved by using common sense and/or following set ...

Salary: £14,957 to £16,892 per annum

Posted: 25/02/2015

Job Type: Permanent

Closing Date: 08/03/2015

Staff Group: Administrative & Clerical

Job Ref: 919-HD-3035633

## Clerical Officer (Reception)

### Administration

#### University Hospital Southampton NHS Foundation Trust, Southampton

This is an exciting opportunity to join the friendly occupational health team |

SGH. Occupational Health look after Trust employees as well as a wide variety of public and private sector clients. This is a very busy environment and no two days are the same. This job involves dealing ...

Salary: £14,294 - £17,425 pa pro

Posted: 25/02/2015

Job Type: Permanent

Closing Date: 11/03/2015

Staff Group: Administrative & Clerical

Job Ref: 188-TRUSTHQ191

# City / County Councils

Vacancy Title	Council	Area	Closing Date	Salary	Hours Per Week
<a href="#">Cleaner - Bitterne Park Primary .</a>  <a href="#">Job Reference: 1456621</a>	Southampton City Council	Southampton	20 Mar 2015	£13,614 full time equivalent - pro rata	10
<a href="#">Cleaner - Highfield CE Primary School .</a>  <a href="#">Job Reference: 1455728</a>	Southampton City Council	Southampton	5 Mar 2015	£7.10 per hour - subject to pay & allowance review	15 (per week) 3 per day
<a href="#">Cleaner - Startpoint Sholing - 356968 .</a>  <a href="#">Job Reference: 1455254</a>	Southampton City Council	Southampton	5 Mar 2015	£3,747 - £3,774 - Subject to pay and allowances review	10, 2 hours per day, 5pm to 7pm Monday to Friday, all year round
<a href="#">Electoral Services Support Officer - 356715 .</a>  <a href="#">Job Reference: 1455029</a>	Southampton City Council	Southampton	5 Mar 2015	£16,467 - £21,734 - subject to pay and allowance review	37
<a href="#">Science Technician - Cantell School .</a>  <a href="#">Job Reference: 1456476</a>	Southampton City Council	Southampton	20 Mar 2015	from £16,572 pro rata	31.25 hours per week, 39 weeks per year



Hampshire  
County Council

[www.hampshirejobs.org.uk](http://www.hampshirejobs.org.uk)

# City / County Councils

Title	Organisation	Area	Salary
<a href="#">Casual Catering Assistant (Thornden School - DS)</a>	Hampshire County Council	Eastleigh	£7.91 per hour
<a href="#">Catering Assistant (Rownhams Primary School - SD)</a>	Hampshire County Council	Southampton	£7.06 per hour
<a href="#">Early Years Practitioner HCC1701146</a>	Hampshire County Council	Eastleigh	£15,621 - £17,583 per annum
<a href="#">Library Assistant HCC1719277</a>	Hampshire County Council	Eastleigh	£15,621 - £17,583 per annum
<a href="#">Library Assistant HCC1723158</a>	Hampshire County Council	Eastleigh, Southampton	£15,621 - £17,583 per annum, (pro-rata)
<a href="#">Library Assistant HCC1723243</a>	Hampshire County Council	Southampton	£15,621 - £17,583 per annum, (pro-rata)
<a href="#">Receptionist HCC1655771</a>	Hampshire County Council	Southampton	£14,586 - £15,474 per annum, (pro rata)



# Supermarkets

[www.tesco-careers.com/jobsearch.cfm](http://www.tesco-careers.com/jobsearch.cfm)

[www2.sainsburys.co.uk/aboutus/recruitment/careers\\_new.htm](http://www2.sainsburys.co.uk/aboutus/recruitment/careers_new.htm)

[www.jlpjobs.com/jobs/waitrose-jobs.htm](http://www.jlpjobs.com/jobs/waitrose-jobs.htm)

[www.asda.jobs](http://www.asda.jobs)

[www.co-operative.jobs](http://www.co-operative.jobs)

[www.morrisons.co.uk/corporate/work-with-morrisons](http://www.morrisons.co.uk/corporate/work-with-morrisons)

[www.aldirecruitment.co.uk](http://www.aldirecruitment.co.uk)

[www.lidl.co.uk](http://www.lidl.co.uk) then select CAREERS



Or just call in and ask about jobs - most stores have a noticeboard



# Volunteering

Voluntary work can be rewarding and give you the skills to help you into work

Visit these websites for more information

[www.jobcentreplus.gov.uk](http://www.jobcentreplus.gov.uk)

[www.southamptonvs.org.uk](http://www.southamptonvs.org.uk)

[www.do-it.org.uk](http://www.do-it.org.uk)



This week's featured opportunity:

## Volunteer Mini-Tour Guide

Southampton City Council's Arts and Heritage are looking for volunteers to become part of a new team of volunteer tour guides. You should be outgoing, interested in history and keen to take part in leading mini tours of Tudor House & Garden, one of Southampton's most important historic buildings.

As a volunteer tour guide you will be showing members of the public areas of the house which are not normally open. As a mini-tour guide you would be working independently to deliver free tours of Tudor House's attic and cellars.

You will be helping to increase the accessibility of the house to members of the public and will be improving the visitor experiences to the house.

### **Specific Tasks:**

Liaise with Front of House staff to make them aware that you will be delivering tours.

Attend training sessions

Prepare resources suitable for the tour.

Deliver a half hour tour of the attic and cellars at Tudor House.

Invite participants to make a voluntary financial donation.



<https://do-it.org/opportunities/0d3e7c5a-4dc3-4c2a-82d8-bd35a97ca6c2>



# APPRENTICESHIPS



Have a look at these Youtube clips:

## **Apprenticeships Deliver**

<http://www.youtube.com/watch?v=YRrYaUE2hSs>

## **Take a Look at Apprenticeships**

<http://www.youtube.com/watch?v=0eUk8vVkubA>

# APPRENTICESHIPS

## Become an apprentice

### 1. Overview

Apprenticeships combine practical training in a job with study. As an apprentice you'll:

- work alongside experienced staff
- gain job-specific skills
- [earn a wage and get holiday pay](#)
- study towards a related qualification (usually one day a week)

Apprenticeships take 1 to 4 years to complete depending on their level.

### 2. Levels of apprenticeship

An apprenticeship has an equivalent education level and can be:

- Intermediate - equivalent to 5 GCSE passes
- Advanced - equivalent to 2 A level passes
- Higher - can lead to NVQ Level 4 and above, or a foundation degree

### 3. Who can apply

You can apply for an apprenticeship if you're:

- 16 or over
- eligible to work in England
- not in full-time education

### 4. How to apply

There are 3 steps to applying for an apprenticeship.

1. [Search for an apprenticeship.](#)
2. Sign in or create an account.
3. Complete and submit your application.

The [National Careers Service](#) has advice on writing applications and what to do at interviews.

#### Apprenticeship helpline

Telephone: 0800 015 0400 or 0247 682 6482

[nationalhelpdesk@apprenticeships.gov.uk](mailto:nationalhelpdesk@apprenticeships.gov.uk)



[www.apprenticeships.gov.uk/](http://www.apprenticeships.gov.uk/)

# NATIONAL APPRENTICESHIPS SERVICE

VACANCIES AVAILABLE NOW  
IN SOUTHAMPTON:

- [Customer Service Apprentice](#)

**Capita Local Government Services**

An amazing opportunity to work as an Apprentice Customer Service Advisor for a global company with offices in the heart of Southampton. You have the chance to develop career building skills as well as receiving fantastic training and career opportunities.

- **Closing date:** 12 Apr 2015
- **Possible start date:** 20 Apr 2015

- [Apprentice Computer Technician](#)

**Tech Bods**

If you have a passion for IT and love repairing and solving problems relating to computers, Tech Bods have the perfect apprenticeship for you. If you would like a career in IT then this opportunity will provide you with the start you need.

- **Closing date:** tomorrow
- **Possible start date:** 16 Mar 2015

- [Apprentice Commis Chef](#)

**The Vestery**

Southampton City College are offering a fantastic apprenticeship opportunity at a well-established bar and restaurant in central Southampton for a Commis Chef.

- **Closing date:** 15 Mar 2015
- **Possible start date:** 01 Apr 2015

- [Apprentice Lettings Administrator](#)

**Belvoir Lettings**

A fantastic opportunity to join a husband and wife team, to work in an established lettings business in Southampton. You will learn all aspects of working in the lettings industry whilst developing key administration and customer service skills.

- **Closing date:** 16 Mar 2015
- **Possible start date:** 23 Mar 2015



- **[Apprentice Sales Negotiator](#)**

**Fox & Sons**

This is a fantastic opportunity to work within an estate agents. You will be working in a busy environment as part of a team. Starting by learning the ropes and hopefully progressing into a great career opportunity into estate agency.

- **Closing date:** 20 Apr 2015
- **Possible start date:** 02 Feb 2015

- **[Apprentice Pharmacy Dispensing Assistant](#)**

**S K Roy**

Under the supervision of the pharmacist, the successful candidate will be involved in a wide range of activities within the pharmacy.

- **Closing date:** 13 Mar 2015
- **Possible start date:** 06 Apr 2015

- **[Apprentice Legal Business Administrator](#)**

**Sousa Richards Solicitors**

Southampton City College are offering a fantastic apprenticeship opportunity at a Solicitors firm based in Southampton. The successful candidate will support the team with business administration and assist with the smooth running of the organisation.

- **Closing date:** 15 Mar 2015
- **Possible start date:** 01 Apr 2015

- **[Apprentice Business Co-ordinator](#)**

**Pack & Send**

We're looking for an apprentice to join our team as Business Coordinator at Pack & Send Southampton. You'll be part of a global franchise with progression opportunities and the scope to gain experience in aspects of sales, operations, marketing & finance.

- **Closing date:** 12 Apr 2015
- **Possible start date:** 20 Apr 2015

- **[Hyundai Parts Apprenticeship](#)**

**Richmond Cars**

This is an opportunity for you to earn whilst learning, gaining the relevant qualifications and practical experience for a career as a Parts Advisor with the Hyundai brand.

- **Closing date:** 06 Apr 2015
- **Possible start date:** 15 Apr 2015

- **[Apprentice Conferencing Service Assistant](#)**

**In Communication Limited**

You will be required to work in a busy office environment, working to deadlines and liaising with suppliers, colleagues and customers. Dealing with event bookings, customer queries and post event analysis.

- **Closing date:** 20 Mar 2015
- **Possible start date:** 30 Mar 2015

- **[Administration Apprentice](#)**

**Digital Incubator Limited**

Digital Incubator Limited are a digital marketing agency looking for an eager to learn apprentice to assist with all office based duties.

- **Closing date:** 16 Mar 2015
- **Possible start date:** 23 Mar 2015

- **[Sales Apprentice](#)**

**Digital Incubator Limited**

The sales team is vital to our business so we are looking for high quality staff to help us grow and grab new opportunities. The apprentice will be involved with all aspects of the sales process.

- **Closing date:** 16 Mar 2015
- **Possible start date:** 23 Mar 2015

- **[Apprentice Mortgage Administrator](#)**

**Power Mortgages**

A fantastic and unique opportunity to gain real experience working in financial services, with a friendly team of mortgage advisers, providing the team with administrative support.

- **Closing date:** 20 Mar 2015
- **Possible start date:** 30 Mar 2015

- **[Logistics/Warehousing Apprentice \(Southampton\)](#)**

**Siemens plc**

Siemens plc, Rail Systems is in a period of growth, and is looking to recruit future Stores Coordinators for its 24-30 month Materials Team Apprenticeship Scheme.

- **Closing date:** 19 Apr 2015
- **Possible start date:** 17 Aug 2015

- **[Rolling Stock Apprentice](#)** **[\(Southampton\)](#)**

## **Siemens plc**

Siemens Rail Systems is in a period of growth and is looking to recruit future engineers for its 36-42 month rolling stock maintenance apprenticeship scheme.

- **Closing date:** 19 Apr 2015
- **Possible start date:** 17 Aug 2015

## • **Apprentice Administration Assistant**

### **Abds Accountancy**

An ideal chance to join a well-established accountancy firm in Southampton. ABDS Chartered Certified Accountants are looking for a motivated, enthusiastic Business Administration Apprentice who's numerate and willing to learn and progress within the firm.

- **Closing date:** 03 Apr 2015
- **Possible start date:** 13 Apr 2015

## • **Apprentice Nursery Assistant**

### **Bevois Town Primary School**

Want to train as a nursery assistant? Here is the perfect opportunity with our employer in Southampton to be part of a friendly, supportive team, caring for and meeting the needs of children aged between 2-5 years, creating a safe environment.

- **Closing date:** 26 Mar 2015
- **Possible start date:** 05 Apr 2015

## • **Business Administration Apprentice**

### **Rock Services Ltd**

Business Choice Direct is a branch off Rock Services Ltd and they're looking for a business administration apprentice to assist with their customer service team in a fast paced insurance company.

- **Closing date:** 22 Mar 2015
- **Possible start date:** 30 Mar 2015

## • **Administration / Recruitment Support Apprentice**

### **Bestlands Solutions Ltd**

Bestlands Solutions are looking for a to support the Apprenticeship Head of Delivery in day to day administration duties, and to the support the Apprenticeship Recruitment Department with day to day duties.

- **Closing date:** 16 Mar 2015
- **Possible start date:** 18 Mar 2015

## • **Apprentice Food & Beverage Assistant**

No 4 Ltd

Southampton City College are offering a fantastic apprenticeship opportunity at an independent Coffee and Wine Bar that prides itself on exceptional customer service and great products.

- **Closing date:** 15 Mar 2015
- **Possible start date:** 01 Apr 2015

## • [Care Assistant Apprentice](#)

### **White Lodge Rest Home**

A great opportunity has arisen for someone wanting a career within care. You will be working alongside a fun and supportive team and will pick up new skills on a day to day basis in order to fulfil your career.

- **Closing date:** 12 May 2015
- **Possible start date:** 19 May 2015

## • [Apprentice Office Administrator](#)

### **PAINT POTS PRE-SCHOOL & NURSERY LIMITED**

Paint Pots Nursery are excited to offer you the opportunity to join their team as an apprentice administrator. We are looking for someone with strong interpersonal skills to assist in the day to day operations & communication at our Southampton Head Office

- **Closing date:** 12 Apr 2015
- **Possible start date:** 20 Apr 2015

## • [Sales Apprentice](#)

### **Business Mobile Solutions**

Are you self-motivated and driven? Would you thrive in a sales environment? If you answered yes, this could be the role for you.....

- **Closing date:** 30 Mar 2015
- **Possible start date:** 06 Apr 2015

## • [Apprentice Technician – Light Vehicle](#)

### **Delta – Northgate**

Mercedes-Benz are 'Searching for the Stars of Tomorrow' to join their Apprenticeship Programme to train as a Light Vehicle Technician.

- **Closing date:** 19 Mar 2015
- **Possible start date:** 02 Sep 2015

## • [Apprentice Lettings Negotiator](#)

Connells

An excellent opportunity for an apprentice lettings negotiator position in the property sector and to be trained to work in a lettings and environment.

- **Closing date:** 04 May 2015
- **Possible start date:** 11 May 2015

- **[Apprentice Hospitality Assistant](#)**

**Feasters**

A great opportunity to work in a fast food outlet covering all roles from serving customers to preparing food. You will work as part of the team and train to gain a Level 2 qualification.

- **Closing date:** 10 Apr 2015
- **Possible start date:** 17 Apr 2015

- **[Apprentice Home care support worker](#)**

**Nobilis Care Ltd**

Nobilis is a family run company looking for care/support workers to join our enthusiastic and friendly team delivering domiciliary care to the homes of our clients. We have full-time and part-time hours available in the mornings, daytime, evenings & weekends.

- **Closing date:** 15 Mar 2015
- **Possible start date:** 23 Mar 2015

- **[Apprentice Dental Nurse](#)**

**Aspire Dental Care Uk Ltd**

Provide efficient and reliable chair-side support to Practice Clinicians. The role will also require working in other areas of the practice such as Reception, dealing with patient queries, answering the phone, taking payments and booking appointments.

- **Closing date:** 13 Mar 2015
- **Possible start date:** 23 Mar 2015

- **[Business Administration Apprentice](#)**

**Go Mobile**

Are you looking for an admin role in a busy environment where you will also have the opportunity to work with customers? Are you organised and self-motivated? If you answered yes, read on- this could be the role for you...

- **Closing date:** 06 Apr 2015
- **Possible start date:** 13 Apr 2015

- **[Business and Marketing Apprentice](#)**

**The Root of It Ltd**

The Root of It Ltd offer improvement and support to schools and colleges for teachers. They need an office apprentice urgently to become a vital part of the team! We want to hear from you!

- **Closing date:** 22 Mar 2015
- **Possible start date:** 30 Mar 2015

- **[Apprentice Traffic Operator](#)**

**Goldstar Transport**

Apprentice Traffic Operator required to join our busy Southampton depot. Applicants will need to have a desire to learn and possess a good eye for detail. Full training will be given.

- **Closing date:** in 6 days
- **Possible start date:** 15 Mar 2015

- **[Nursery Assistant Apprentice](#)**

**The Trees Day Care Nursery**

Apprentice required to undertake all duties within a busy nursery to support qualified staff whilst gaining own qualification.

- **Closing date:** 22 Mar 2015
- **Possible start date:** 30 Mar 2015

- **[Operations Administration Apprentice](#)**

**TURNERS (SOHAM) LIMITED**

Working for a long established haulage firm, the successful candidate will be learning all about logistics and providing administration support. Although this vacancy is based in Southampton, there will be College attendance on the Island required.

- **Closing date:** 15 Mar 2015
- **Possible start date:** 30 Mar 2015

- **[Traffic Operations Logistics Apprentice](#)**

**TURNERS (SOHAM) LIMITED**

Working for a long established haulage firm, the successful candidate will be responsible for all Operational Office Administration, allocation of driver, planning of loads and vehicle resource. Ensuring deliveries are timely.

- **Closing date:** 15 Mar 2015
- **Possible start date:** 30 Mar 2015

- **[Apprentice Account Manager](#)**

**Next Communications & Security**

Next Communications in Southampton requires eager to learn apprentice, whom will join a successful team providing full support to mobile and fixed line clients.

- **Closing date:** 16 Mar 2015
- **Possible start date:** 18 Mar 2015

- **[Apprentice Engineer](#)**

**Harrier Pneumatics Ltd**

An exciting opportunity to work within a fast-paced and varied engineering environment,

- **Closing date:** 24 Mar 2015
- **Possible start date:** 06 Apr 2015

**Employer?  
Parent?  
Jobseeker?**



# Apprenticeships

National Apprenticeship Week  
9–13 March 2015

Your invitation to join us for our...

## Employer & Learner Open Day

### Employers...

Discover how FNTC Training can help you recruit and train new or existing staff. Ask us about the Apprenticeship Grant for Employers (AGE) and how we can help you grow your own talent.

We offer FREE expert advice and recruitment services and are here to support YOU!

### Parents...

Apprenticeships are a valuable alternative to a college/university education and play an important part in today's society. At FNTC Training we specialise in a range of specific sectors and can help your son or daughter access employment with on-the-job-training. This is an opportunity to ask any questions you may have to help you make informed choices.

### Jobseekers...

Left school or college and need to get a job? Unemployed and want to update and refresh your skills? Come along and chat to our friendly team about Apprenticeships and Traineeships (pre-apprenticeship). We have employers ready and waiting to take on new staff. Earn and learn with FNTC Training and enjoy lots of help and support from professional, friendly experts.

### Get skilled. Get qualified. Get a job.

FNTC Training is a leading provider of work-based skills training across the south. We have helped thousands of individuals and employers with upskilling staff, staff training and career development.

- Traineeships (pre-Apprenticeship)
- Apprenticeships (all levels)
- Diplomas
- Specialist short courses

**FLYING  
START**





# FNTC Training - here for YOU!

At FNTC Training we work with individuals, including young people who have never had a job, adults who need to re-train and employers who are seeking to recruit new staff or grow their business through staff training. We specialise in:

- Business Administration
- Childcare
- Customer Service
- Dental Nursing
- Health & Social Care
- Management & Team Leading
- Teaching & Learning (classroom assistants)
- Training & Assessing

*Don't dream it.  
Do it.*

## Employer & Learner Open Day - Southampton

**Thursday 12th March 2015 (4pm-6pm)**

Testwood Baptist Church, Salisbury Road, Totton, SO40 3LZ

~ complimentary light refreshments available ~



Apprenticeships

  
Traineeships



City & Guilds

OCR  
RECOGNISING ACHIEVEMENT

matrix  
matrix



cache  
nurturing achievement

Funded by  
Skills  
Funding  
Agency



Tel: (Southampton) 02380 866664

Tel: (Bournemouth) 01202 764 520

[www.fntctraining.co.uk](http://www.fntctraining.co.uk)

# Current local vacancies with FNTC



[Nursery Assistant Apprentice with Learningland](#) 1 Southampton Children and Young People's Workforce 08/03/2015 LearningLand is a small, friendly day nursery who offer a high standard of care. We are located on the edge of Millbrook, close to all main bus routes and within walking distance to local shops. Delivered by FNTC Training & Consultancy.

[Childcare Apprenticeship with Futurepath Childcare](#) 1 Southampton Children and Young People's Workforce 14/03/2015 Working with children from birth to 5 years old. Planning and providing activities for children from birth to 5 years of age. The ability to work in a team is essential. Futurepath are looking for nursery staff who will be working as part of the team. Delivered by FNTC Training & Consultancy.

[TRAINEESHIP in Child Care with Riverside Pre-School](#) 1 Southampton Traineeship 15/03/2015 This Traineeship Opportunity offers the chance to gain invaluable experience in Childcare. Delivered by FNTC Training & Consultancy.

[TRAINEESHIP in Childcare with Wellingtons After school Club](#) 1 Southampton Traineeship 15/03/2015 This is an excellent Traineeship Opportunity to get Work Experience in Childcare as part of an entry to work course. Delivered by FNTC Training & Consultancy.

[Playworker Apprentice with Creative Kidz](#) 1 Southampton Children and Young People's Workforce 15/03/2015 The opportunity has arisen to begin an apprenticeship in Childcare working in an exciting and rewarding job role. Delivered by FNTC Training & Consultancy.

[Support Worker Apprenticeship with Complete Care](#) 1 Southampton Health and Social Care (Skills for Care) 15/03/2015 An opportunity has arisen to begin an apprenticeship in Care. Delivered by FNTC Training & Consultancy.

[Apprentice Home care support worker with Nobilis Care Ltd](#) 1 Southampton Health and Social Care (Skills for Care) 15/03/2015 Nobilis is a family run company looking for care/support workers to join our enthusiastic and friendly team delivering domiciliary care to the homes of our clients. We have full-time and part-time hours available in the mornings, daytime, evenings & weekends. Delivered by FNTC Training & Consultancy.

[Receptionist Apprentice with P B Asher Diesel Injection Engineers Ltd](#) 1 Southampton Business and Administration (CFA) 21/03/2015 New role as a full time, permanent receptionist for a busy company with 65 years experience within the Automotive & Marine industry. Position is based in Southampton, West quay Road with a salary dependent on experience. Available immediately. Delivered by FNTC Training & Consultancy.

[Nursery Assistant Apprentice with The Trees Day Care Nursery](#) 1 Southampton Children and Young People's Workforce 22/03/2015 Apprentice required to undertake all duties within a busy nursery to support qualified staff whilst gaining own qualification. Delivered by FNTC Training & Consultancy.

[Care Assistant Apprentice with Avon Park Residential Home](#) 2 Southampton Health and Social Care (Skills for Care) 22/03/2015 Care assistant, Caring for elderly clients in a friendly residential setting. Shadowing experienced staff at the outset and once competent, working with them to meet the diverse needs of the residents. Delivered by FNTC Training & Consultancy.

[Playworker Apprentice with Creative Kidz](#) 1 Southampton Children and Young People's Workforce 22/03/2015 The opportunity has arisen to begin an apprenticeship in Childcare working in an exciting and rewarding job role. Delivered by FNTC Training & Consultancy.

**Carol Goring**  
Business Development  
FNTC Training & Consultancy  
Tel: 02380 866664  
Mobile: 07500 770080  
Email: [carol.goring@fntctraining.co.uk](mailto:carol.goring@fntctraining.co.uk)

## ***Credit Control Junior/Apprentice***

CDI AndersElite Ltd – Ocean Village, Southampton

Tasks will include, but not limited to - posting and allocating cash; use of online pay/bill systems; manual credits & invoices; performing account reconciliations; investigate client queries.

Required: Basic numeracy & literacy; experience with Excel is preferred but not essential.

Early August start

## ***Administration/Reception Apprentice***

Gentle Dental – Bitterne, Southampton

Working on the reception and assisting with the office duties at all times.

Required: GCSE in Maths and English (A-C) or equivalent

Immediate start.

## ***Junior Support Desk Agent***

Juniper Bridge – Eastleigh

To work as an agent on a Customer Service Desk to provide courteous support to customers in the Telecoms sector via telephone and email.

Required: GCSE in Maths and English

Immediate start

## ***Administration Assistant***

Bartholomews Specialist Distribution – Eastleigh

To assist in the smooth running and daily operations of administration of the BSD office to ensure it runs in an organised and efficient manner.

5 GCSEs

Immediate start

## ***Office and Warehouse Administration Apprentice***

Hunters Auto Electrical – Eastleigh

Hunters need an office and warehouse administrator to assist with smooth running of the parts department.

GCSE in Maths and English (A-C) or equivalent

Immediate start

## ***Customer Service and Administration Assistant***

Business Choice Direct – Southampton

Busy and fun insurance company require an apprentice to assist with all their office based duties including customer service.

GCSE in Maths and English (A-E) or equivalent

Immediate Start

**Boom Training Ltd**

Facebook - [Boom Training Ltd](https://www.facebook.com/boomtraining)

Website - [www.boomtrainingltd.co.uk](http://www.boomtrainingltd.co.uk)

T: 02380 682 060

Twitter - [@Boom\\_Training](https://twitter.com/Boom_Training)



## Service Technician Apprentice

### Description of vacancy:

As a Service Technician you will be involved in all aspects of maintenance and repair from routine servicing to the complete component overhaul of vehicle systems.

Electronic fault diagnosis using the latest diagnostic equipment now forms part of the everyday routine in Volkswagen Group Centre's.

Technicians are also vital to customer care. The service provided by the workshop is a major factor considered by customers when they decide to replace their car.

You may be required to also work on Saturdays which would then make the working hours between 40-48 hours per week.

### Main duties for this service technician vacancy include the following;

- Marking out & measuring, basic hand tools
- Bumper to bumper overview, service and inspection
  - Body materials & Construction
    - Engine mechanical
  - Cooling and lubrication, air & exhaust
    - Ignition petrol fuel, CI fuels
- Braking systems, suspension, steering, wheels and tyres
- Charging and starter, electrical auxiliaries, lighting
  - Clutches, manual/auto gearboxes, drivelines

### **Qualifications to Achieve - On completion of the Advanced Apprenticeship you will receive the following qualifications;**

- VCQ Level 2 progressing to VCQ Level 3, in Maintenance and Repair of Light Vehicles
  - Key and Core Skills Certificates
    - IMI Technical Certificate
- Advanced Apprenticeship Completion Certificate

• **Skills required:** None Required. Full training will be given.

• **Personal qualities:** You must have a genuine interest working in the automotive sector and be committed to the three year apprenticeship programme.

• **Qualifications required:** A minimum of three GCSE's grades C in Literacy, Maths and ICT or the equivalent.

• **Working week:** 40-48 hours per week (Mon to Fri - possible Saturday)

• *Im the Apprenticeship. Anyone not covered by the age category above will be entitled to the NMW appropriate to their age.*

Recruitment Hotline Tel: 0870 013 0325

Email:

VWG.apprenticeshipprogramme@babcock.co.uk

# GREEN

## M A R I N E

### Apprentice Composite Boat Builder

#### **Who are we?**

Green Marine is a leading manufacturer of composite yachts and carbon fibre composite structures. Founded in 1982, the company has built more than 160 composite boats, including many high profile race designs such as TP-52s, Open 60s, Mini Maxis, multihulls and challengers for the America's Cup and Volvo Ocean Races.

Green Marine is at the forefront of carbon fibre composite technologies and we are constantly innovating, both through our products and through our talented workforce.

#### **Want to join us?**

Green Marine is searching for talented and enthusiastic apprentices to join our world-class team.

#### **What does it involve?**

Creativity, concentration, accuracy and the ability to learn quickly - the boat building and laminating functions you will be learning are central to creating the structure and components of our racing and cruising yachts.

You will be learning a number of skills including the preparation and construction of plugs and patterns, setting out and construction from detailed offsets, mixing resins, familiarisation of different materials, density of foams and resin types.

#### **What qualifications do I need?**

The Apprenticeship will be for 4 years.  
All candidates should have at least 5 GCSE A–C grade passes in Maths, English, Science, ICT, and Resistant Materials.

They should also have,

1. An enthusiastic attitude towards the yacht building industry.
2. Should be self motivated and physically fit.
3. The ability to use simple hand tools.
4. Have a good eye for attention to detail.
5. Common sense is a pre-requisite to being a good boat builder.

Apprentices will attend college on a day release basis to gain an NVQ level 3 Diploma in Marine Engineering and a Level 3 Technical Certificate in Marine Engineering (Boat Building) and will sign a Green Marine study agreement.

CARBON RACING YACHTS  
COMPOSITE COMPONENTS

## More about the role

Working under the Team Leader you will cover all aspects of the boat building and fitting out processes and/or laminating.

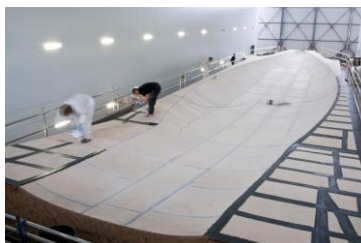
Your main duties will be:

- Making components in accordance with the Company Quality System
- Maintaining/developing knowledge of boat frame/composite construction and awareness of which materials to use for different aspects of the structure
- Maintaining excellent attention to detail; plug/pattern construction, composite component parts and fit out to the highest specifications - as any margin of error could result in a substandard product unacceptable to the client
- Following work instructions as detailed on the Work Instruction Sheet
- Working within the timeframes of the project and the product, i.e. wet lay-up components have to be completed by the end of the day
- Maintaining strict adherence to the Company Health & Safety Policy. It is the responsibility of every individual to identify and report any potential breach of policy
- Ensuring the work areas are tidy and that all items are put back in the correct workstation or the stores
- Ensuring all equipment is used in a safe manner and any slip, trip or fall hazards are identified. Tools, equipment and elevated working platforms, forklifts or over-head cranes should not be used without the relevant training
- Understanding and complying with the Company Quality System which covers; Work Instruction Sheet training and a general understanding of work processes and procedures
- Understanding the importance of the different elements of the Work Instruction Sheet, including trace numbers and job numbers
- Ensuring accurate timesheet recording. Inaccurate recording has a direct impact on client billing and the profitability of the company
- Complying with the Protective Personal Equipment (PPE) requirements of the role.

## Interested?

Contact us now for more information – [info@greenmarine.co.uk](mailto:info@greenmarine.co.uk)

CARBON RACING YACHTS  
COMPOSITE COMPONENTS



# Apprenticeships



## Customer Service

- This course is an OCR work based learning qualification
- The apprentice will be employed full time and assessed in the workplace
- It provides the opportunity to gain basic skills and knowledge needed for a career in customer service
- It includes effective communication, maintaining a positive and customer friendly attitude, making phone calls, emailing and recording details

## Business Administration

- This course is an OCR work based learning qualification
- The apprentice will be employed full time and assessed in the work place
- This will provide essential skills for an office environment with the possibility of long term employment

The course includes—

- Working in a business environment
- Effective communication
- Making and receiving business calls
- Emailing
- Using office equipment
- Using diary systems
- Working with others



Interested? Call Gina Lott on 02380 725 725 or email [goergina.lott@solent-ebp.co.uk](mailto:goergina.lott@solent-ebp.co.uk)

[WWW.SOLENT-EBP.CO.UK](http://WWW.SOLENT-EBP.CO.UK)

**Apprenticeship Job Vacancies**  
**Find your perfect Job!**



Just think . . . you could be working for one of these employers!

To view or apply for these vacancies, please click on Apply Now

Do **NOT** contact the Employer direct

**Current Vacancies**

**Apprentice Business & Sales Office Administrator - \*Textiles & Upholstery Industry\***

Location: Southampton  
 Closing Date: March 2015  
 Employer Name: Southern Contract Furniture  
 Wage: £102.38 Weekly

Ref: Southern

[APPLY NOW](#)

**Apprentice Business & Print Support - \*NEW\***

Location: Southampton  
 Closing Date: 18/03/2015  
 Employer Name: Minuteman Press  
 Wage: £168.00 Weekly

Ref: 572058

[APPLY NOW](#)

**Web:** [www.peta.co.uk/choices](http://www.peta.co.uk/choices)

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**Tel:** 023 9253 8724

**Follow us on Twitter**



Vacancy Title	Vacancy Number [Vac]	Weekly Wage/ Salary	Area	Closing Date

For more details/to apply see <http://www.fareport.co.uk/apprenticeship-opportunities/> and/or [www.gov.uk/apply-apprenticeship](http://www.gov.uk/apply-apprenticeship)



# Apprenticeships@MPCT

88% of employers who employ apprentices believe that apprenticeships lead to a more motivated and skilled workforce



## What are they?

MPCT's apprenticeship program is a package of on-the-job training for young people aged 16 to 23 years old, leading to nationally recognised qualifications. The scheme is an ideal way of upskilling workforces in order to resolve skills gaps, enhance productivity and maximise employee engagement. We currently offer two routes - 'Exercise & Fitness' and 'Activity Leadership'.

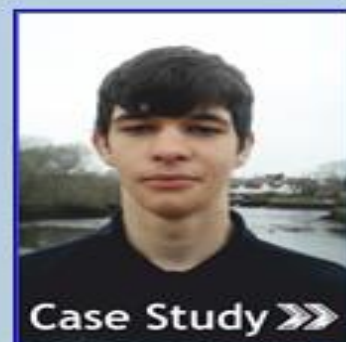
## Who are they for?

Apprenticeships are open to all age groups above 16 years-old, whether you are just leaving school, seeking to start a new career or are moving into a new role with your existing employer that requires new skills. 130,000 companies now offer apprenticeships.

## What are the benefits?

Some of the many benefits are:

- Reduce skills gaps and shortages
- Enhance workforce productivity
- Improve employee engagement
- Boost customer service results
- Increase Return on Investment
- Grow your business



Case Study >>>



Partners >>>



MPCT Active >>>

**MPCT**<sup>™</sup>  
**ACTIVE**  
ENGAGE • MOTIVATE • EDUCATE

 Apprenticeships



carillion  
Making tomorrow a better place

## Construction Training in Southampton

Information for new starters & parents

[www.carillionapprenticeships.com](http://www.carillionapprenticeships.com)

023 8070 2931



In partnership with  
**EASTLEIGH  
COLLEGE**

*A Carillion apprenticeship is a great way to start a career in the construction industry – with no costs involved. Carillion is recognised as one of the best construction training providers in the country.*

Initially you will complete a 15 week pre-apprenticeship course in your chosen trade, working towards a Level 1 Trade Qualification, Level 1 Functional Skills in Maths and English (if you do not already have this) and gain your Construction Skills Certificate Scheme card (CSCS) which permits you to work on building sites. You will be given a comprehensive introduction to the industry, to Carillion and to the college during the course of the first week. You will also spend time in the workshop to put some of your induction into practice.

### ***What time will I start and finish?***

Work starts every day at 8:00am (except day 1). Monday to Thursday you will finish at 4:30pm and 3:30pm on a Friday

### ***Will I be able to have holidays?***

During your first 15 weeks please avoid taking any holidays. If you have already booked them, you may take them but they will not be paid. When you are an employed apprentice you will accrue holiday at the rate of 1.75 days per month giving a total of 21 days per annum. We have compulsory holiday weeks at Easter and Christmas which leaves 10 spare days to take when you wish.

### ***What should I wear?***

Do not wear your designer gear!! Wear hard wearing clothes e.g. jeans and sweatshirt (they will get dirty). In your first week, you will be provided free of charge with all necessary Personal Protective Equipment (PPE) to keep you safe throughout your time with us including boots, hi vis, gloves, safety glasses and hard hat.

### ***How much will I get paid?***

During your first 15 weeks you will receive £30 per week towards your travel expenses. We refer to this as 'Bursary Pay'.

### ***What happens after 15 weeks?***

Upon completion of Level 1, you can progress onto the Carillion Apprenticeship Programme and become an employed apprentice to gain your NVQ Level 2 qualification in your chosen trade. During your apprenticeship you will have a combination of classroom and site placements to gain evidence towards your NVQ qualification and you will be paid £101.05 per week. This generally takes 18 months to complete but may be sooner if all evidence is achieved.

4.2 Leading on from this, we also offer a NVQ Level 3 qualification to support your career path.

## Apprenticeships at City College

For more information, please contact:

Carla Bannister

Tel: **02380 577354**

Email: [Carla.Bannister@southampton-city.ac.uk](mailto:Carla.Bannister@southampton-city.ac.uk)



City College, the largest Apprenticeship provider in the region, offer Apprenticeships at levels 2, 3 and 4. These training programmes will enable individuals to start a career within their chosen sector whilst completing a qualification covering essential topics that will help them get their first job or advance in their current role.

### The benefits of completing an Apprenticeship:

- Earn while you learn
- Employability skills
- Improved communication skills
- Tailored tuition
- Career progression opportunities
- Real life industry experience
- Professional recognition
- Industry-recognised qualifications

### Entry Criteria:

- 5 GCSE's A-C grade (or equivalent) including English & Maths
- Some of the Apprenticeship programmes may require an ICT qualification

### How City College will support you:

- Weekly day release or block release to complete your qualification
- Workplace in-house training with your employer which you will be assessed by an assessor
- Assigned Apprenticeship coordinator to support you throughout your apprenticeship

### **This Week's Top Job!**

Apprentice Legal Administrator opportunity working within a Solicitors, committed to staff development based in City Centre. The company are paying up to £150 per week.

Call 02380 577354 to discuss today!

To view our other vacancies please visit our website -

<http://www.southampton-city.ac.uk/Apprentice/>



The Apprenticeship programmes City College offers are:

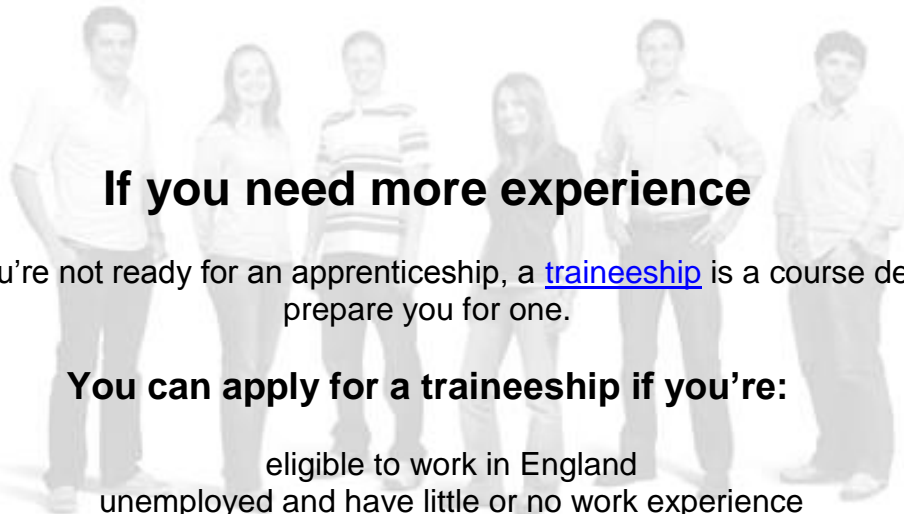
	Intermediate Apprenticeship	Advanced Apprenticeship	Higher Apprenticeship
Accountancy	•	•	•
Barbering	•	•	
Beauty	•	•	
Bricklaying	•	•	
Building Services and Engineering (BSE)		•	
Business Admin	•	•	
Civil Engineering		•	
Construction Contracting		•	
Early Years	•	•	
Electrical Engineering	•	•	
Electrical Installation		•	
Fabrication and Welding	•	•	
Hairdressing	•	•	
Health and Social Care	•	•	
Heating and Ventilation	•	•	
Hospitality Supervision		•	
Hospitality: Food and Drink Service	•	•	
Hospitality: Professional Cookery	•	•	
Housing	•	•	
Information Technology	•	•	
Marine Engineering	•	•	
Mechanical Engineering	•	•	
Motor Vehicle (Heavy)	•	•	
Motor Vehicle (Light)	•	•	
Painting and Decorating	•	•	
Site Carpentry/Bench Joinery	•	•	
Supporting Teaching and Learning		•	
Sustainable Built Environment			•





# TRAINEESHIPS

# TRAINEESHIPS



## If you need more experience

If you feel you're not ready for an apprenticeship, a [traineeship](#) is a course designed to prepare you for one.

### You can apply for a traineeship if you're:

eligible to work in England  
unemployed and have little or no work experience  
aged 16 to 18 and qualified below Level 3, or aged 19 to 24 and qualified below Level 2

A traineeship is a course to get you ready for work or an apprenticeship.  
It can take up to 6 months.

### You'll get:

help with English and maths (if you need it)  
a work experience placement lasting at least 6 weeks

You won't be paid, but your employers can sometimes give you  
expenses for things like travel and meals.

The [National Careers Service](#) has advice on writing applications and what to  
do at interviews.

### Apprenticeship helpline

Telephone: 0800 015 0400 or 0247 682 6482  
[nationalhelpdesk@apprenticeships.gov.uk](mailto:nationalhelpdesk@apprenticeships.gov.uk)



[www.gov.uk/find-traineeship](http://www.gov.uk/find-traineeship)

# TRAINEESHIPS

If you've recently left school or college, cannot find paid employment or you are unemployed, a traineeship programme may be the answer.



We work with over 10,000 employers across the country who are always looking for enthusiastic young staff.

**Traineeships coming soon to your area!**

**When:** **March 2015 – Apply Now!**

**To apply, please contact:**

**Adam Tolmie**

**07415 220417**



The logo for Traineeships, featuring a stylized orange and yellow arc above the word "Traineeships" in a bold, sans-serif font.



Through our traineeship programme we prepare young people for the world of work, giving you a wide range of employability skills you will need to be successful in the workplace.

- Work preparation training via classroom for a minimum of 3 weeks, ensuring you are ready and have the confidence to take the first step in your career
- English and Maths support if needed to help give you valuable literacy and numeracy skills
- A meaningful work experience placement of up to 12 weeks to give you valuable insight and hands-on experience of the workplace.

If you think a traineeship may be for you, why not have a chat with one of our friendly and knowledgeable advisers to find out more.

## Work Ready People

0800 542 3110

[www.workreadypeople.co.uk](http://www.workreadypeople.co.uk)

Vacancies in Halfords –  
Southampton starting in March 2015

Apply now:

Adam Tolmie - **07415 220417**





  
Traineeships

# Sports Coaching

## Traineeship Programme

MY COACHING in partnership with SCL are offering work experience and work preparation

### PREPARING YOUNG PEOPLE FOR A CAREER IN SPORTS COACHING



## Aged 16-18 and looking for a career in Sports Coaching?

skills to set you on your way to a career in Sports Coaching.

### What is a Traineeship?

- 1 A meaningful, high quality, work experience placement with MY COACHING, to provide real insight and experience into the world of Sports Coaching.
- 2
- 3 Work preparation training delivered by a MY COACHING which will include, Sports Coaching qualification and training, CV writing, interview preparation and

The Sports Coaching interpersonal skills.

English and Maths support to improve your literacy and numeracy skills if required

- On completion of the Traineeship there will be opportunities available to now progressed to a full apprenticeship as a Sport Coach working for MY COACHING as a full time employee in the Sports Community OR you will be offered the option of progressing onto further education through The Football Academy programme.

The Sports Coaching Traineeship allowed me to start getting practical coaching work while doing a qualification and now doing a full time apprenticeship in schools sports.

Matt Knellor

For a guaranteed interview please contact:

Email: [james@my-coaching.co.uk](mailto:james@my-coaching.co.uk) Tel: 07432711913

Web: [www.my-coaching.co.uk](http://www.my-coaching.co.uk)



# want to be a lifeguard or fitness instructor?

work experience  
progression to Apprenticeships  
only 14 weeks training

gain £100 vouchers  
amazon

## future proof

your life

FREE  
COURSE  
BASED IN  
HAMBLE.  
APPLY NOW!

FREE  
training  
16-24 yrs

**ICON**  
TRAINING  
unlocking potential

  
**Traineeships**





**Learndirect** are offering a new and exciting **Traineeship programme** aimed at people aged between **16-18** that are not in employment, education or training.

The **learndirect** Traineeship is a programme designed to provide the skills to progress into an Apprenticeship and gain real life work experience at the same time. We are currently offering opportunities in Childcare, Business Administration and Hospitality.

All travel expenses to and from the classroom and work placement are fully reimbursed and a bursary allowance will be paid to learners who are committed to the programme.

To express your interest please contact

[Russell.smith@learndirect.com](mailto:Russell.smith@learndirect.com)

[Jamie.webber@learndirect.com](mailto:Jamie.webber@learndirect.com)

or telephone 07912307995





## Opportunity Notification

### Provider

<b>Name</b>	City College Southampton
<b>Address</b>	St Mary Street, Southampton.S014 1AR

### Provision

<b>Title</b>	Traineeship Information and Interview Event
<b>Days</b>	<p><del>Tuesday 20<sup>th</sup> January 2015</del></p> <p><del>Tuesday 3<sup>rd</sup> March 2015</del></p> <p>Tuesday 14<sup>th</sup> April 2015</p> <p>Tuesday 2<sup>nd</sup> June 2015</p> <p>Please email your referrals to the details provided below 3 working days prior to the event.</p>
<b>Times</b>	13:00 - 15:30
<b>Content</b>	<p>A traineeship is an excellent opportunity for you to help prepare yourself for your future career, apprenticeship or other job. Traineeships last anything from six weeks to six months with a programme tailored to your specific needs.</p> <p><b>How do I know if a traineeship is right for me?</b></p> <p>Traineeships are for young people who are motivated and want to get a job but don't yet have the skills and experience employers are looking for. If you have been unsuccessful when applying for an apprenticeship but told you lack skills and experience, a traineeship will help you to gain these.</p> <p><b>How will a traineeship help me?</b></p> <p>Traineeships will give you the opportunity to build your CV and get vital experience with employers.</p> <p>Improving your English and maths skills will boost your chances of getting a job, as well as improve your long term prospects.</p> <p>Employers will be at the very centre of your traineeship to make sure you gain the skills you need to get a job.</p> <p>At the end of your work experience with an employer you will have an interview with the company, if it has a position available, or be given a reference and an exit interview.</p>

Location	
Location Covered	Southampton
Customer Eligibility	
Age	<p>You could be suitable for a traineeship if you:</p> <ul style="list-style-type: none"> <li>are unemployed (or work less than 16 hours per week) and not at school or college</li> <li>have had little work experience</li> <li>are motivated and want to get a job</li> <li>are aged 16 - 18 and qualified below Level 3</li> <li>are aged 19 - 23 and qualified below full Level 2</li> </ul> <p>However, a traineeship is not right for you if you:</p> <ul style="list-style-type: none"> <li>already have the skills and experience needed to find an apprenticeship or work</li> <li>are aged 24 plus (unless you are subject to Learning Difficulty Assessments and are aged 16 or over and under 25)</li> <li>are already in a job</li> </ul>
Benefit Type	N/A
Basic Skills Level	Highest Level 2
Upper Qualification Restrictions	16-18 Full Level 3 Qualification, 19-24 Full Level 2 Qualification
Customer Group (if appropriate)	<p>You could be suitable for a traineeship if you:</p> <ul style="list-style-type: none"> <li>are unemployed (or work less than 16 hours per week) and not at school or college</li> <li>have had little work experience</li> <li>are motivated and want to get a job</li> <li>are aged 16 - 18 and qualified below Level 3</li> <li>are aged 19 - 23 and qualified below full Level 2</li> </ul>
Other Criteria (CRBs etc.)	Please bring a CV, educational certificates and prove of national insurance number with you on the day

Referral Contact Details	
Name	Carla Bannister
Email	<a href="mailto:carla.bannister@southampton-city.ac.uk">carla.bannister@southampton-city.ac.uk</a>
Telephone	Carla Bannister on Tel: 02380 577354
Website	<a href="http://www.southampton-city.ac.uk/Apprentice/default.asp?id=873">http://www.southampton-city.ac.uk/Apprentice/default.asp?id=873</a>

Referrals	
Method	Email/Telephone
Closing Date	3 working days prior to each event

Additional Information	
Details	



**OTHER  
TRAINING**



HAMPSHIRE  
FIRE AND  
RESCUE  
SERVICE



## PRINCE'S TRUST TEAM PROGRAMME

### CHANGE YOUR LIFE IN JUST 12 WEEKS

Beginning on 11<sup>th</sup> May!

**The Prince's Trust Team Programme** aims to reduce the number of young people who aren't in education, training or employment and if they weren't ready for college, employment or other education we can support them and provide them with life skills and a qualification.

Prince's Trust Team programmes, delivered by **Hampshire Fire and Rescue Service (HFRS)**, are a 12 week personal development course which supports unemployed young people between the ages of **16-25** to gain **confidence**, **overcome barriers**, **make new friends**, and ultimately enter employment, education or further training. The programme itself is broken down into specific weeks focusing on different aspects of development.

#### **These 12 week full time programmes, are designed to:**

- Be a unique Fire Service led youth programme, within Hampshire.
- Work with others as a Team to develop new and existing skills
- Kick Start your life with new qualifications and skills
- Learn new skills in Fire, Road safety and community resilience sessions
- FREE to join and you won't lose your benefits
- Meet new people and improve your communication and teamwork skills
- Become HFRS ambassadors and provide useful feedback to HFRS on youth issues
- Enhance your employability skills, which includes a two week work placement
- Challenge individuals and explore possibilities and uncover potential
- Receive up to three months' support with the Prince's Trust to help you find further work or training

#### **When and Where?**

These programmes are from 11th May 2015. Places are fully funded and limited, so please contact the following staff to arrange for an interview or why not attend a Taster Day.

#### **Southampton**

**Contact: Please contact Daisy Gandey on 07918887892 or email [daisy.gandey@hantsfire.gov.uk](mailto:daisy.gandey@hantsfire.gov.uk)**



# **Southampton Cook and Eat**

**Would you like more confidence  
in the kitchen?**

**Need ideas for quick,  
easy to prepare meals that don't  
cost a fortune?**

**4 cookery sessions to be held on  
Mondays, 1pm to 3pm  
Northam Community Centre**

**9th, 16th, 23rd, March 2015**

**Sessions are free and includes a tasty lunch**

To book a place please contact Karen on 07747017372



# TAI CHI

**with Master They**

**Wednesdays 12-1pm**

**at Wutan Martial Arts Studio**

**or meet the Saints4Sport Team**

**11.30 am**

**4 The Carronades, New Rd SO14 4AA**

**Learn Tai Chi an ancient Chinese exercise that is more relevant in modern day than ever before.**



## **Benefits**

**Improved balance, strength & flexibility**

**Helps lower stress & pain levels whilst also improving sleep**

**Lowers blood pressure**

**Promotes improved calmness & overall sense of well-being**

**Meeting new people**

During a Tai Chi session, people move from form to form, stretching their arms and shifting their weight from one foot to the other. Its is relaxing and therapeutic.

**COMIC RELIEF**

Email for a referrals form [Saints4Sport@ssj.org.uk](mailto:Saints4Sport@ssj.org.uk)

For more information contact Lisa 07467941498 or Karen 07508010344

Funded by Comic Relief & Big Lottery Fund



*Youth Options*  
a better future  
for young people



# Lordshill Youth Project

Lordshill Youth Project

Charity Number: 1147822

## Free Football

### Mondays 19:00 - 20:00

### Oasis Lord's Hill Community Hub



LIKE US – [WWW.FACEBOOK.COM/LORDSHILLYOUTHPROJECT](http://WWW.FACEBOOK.COM/LORDSHILLYOUTHPROJECT)

FOLLOW US – [@LORDSHILL\\_YP](https://twitter.com/LORDSHILL_YP)

MOB. 07766931757



*Youth Options*  
a better future  
for young people

# Lordshill Youth Project

Lordshill Youth Project

Charity Number: 1147822

## Youth Club

**Wednesdays 18:30 - 20:30**

**Lordshill Community Centre  
Andromeda Road Lordshill**

**Activities**

**Tuck Shop**

**music**

LIKE US — [WWW.FACEBOOK.COM/LORDSHILLYOUTHPROJECT](http://WWW.FACEBOOK.COM/LORDSHILLYOUTHPROJECT)

FOLLOW US — [@LORDSHILL\\_YP](https://twitter.com/LORDSHILL_YP)

MOB. 07766931757

# Get Into The NHS



If you are aged 16-25, work ready but unemployed and interested in a career in Health and Social Care then join our free training programme where you will:

- Get an introduction to the NHS and insight into NHS careers
- Receive Public Health Training
- Work placement in a variety of roles at either Southampton or Winchester hospital
- Infection Control, Health and Safety training.
- Improve your team work, communication, CV writing, interviewing skills and boost your confidence
- Receive six months support after the programme to help you to find a job

Travel costs reimbursed for the duration of the programme

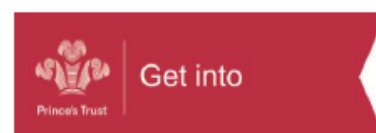
We are looking for young people who are work ready and genuinely interested in working in the NHS sector.

To register your interest or for more information, please contact: **James Trezise** on **07943511218** or email [james.trezise@princes-trust.org.uk](mailto:james.trezise@princes-trust.org.uk).

The programme will be running in: **Southampton from 10<sup>th</sup> March to 2<sup>nd</sup> April 2015**  
**Winchester from 31<sup>st</sup> March to 24<sup>th</sup> April 2015**

Eligible young people will be invited and required to attend a taster day on either **2<sup>nd</sup> March for the Southampton course** or **25<sup>th</sup> March for the Winchester course** where you will have the opportunity to learn more about the NHS, get a feel for the programme and meet the team.

In partnership with:





## Get Started with Stewarding

### In partnership with Southampton Football Club

The Prince's Trust and Southampton Football Club are offering a **FREE** one-week training course, which gives you a fantastic opportunity to work in a challenging and new environment.

**If you are aged 16-25 and unemployed you can apply to join the programme where you will:**

- Work towards a Level 2 in Spectator Safety Qualification
- **Learn new skills from a professional club**
- Enjoy a fun and rewarding week improving your teamwork, communication and confidence
- **Gain certificates and references upon completion**
- Be supported with travel costs and have lunch provided every day
- **Receive three months support after the programme to help you progress**
- **Guaranteed interviews for stewarding positions at the club**

**This course will run from Monday 23<sup>rd</sup> – Friday 27<sup>th</sup> March 2015 and based at Southampton Football Club**

Information sessions will take place on **Tuesday 10<sup>th</sup> March 2015**  
A taster session will take place **Wednesday 18<sup>th</sup> March 2015**

**To register your interest or to find out more please contact us:**

**Text: 'FOOTBALL' to 07943511218 and we'll call you back**

**Call: James on 07943511218**

**E-mail: [james.trezise@princes-trust.org.uk](mailto:james.trezise@princes-trust.org.uk)**





11

MAY  
2015



CONFIDENCE

QUALIFICATION

# PRINCE'S TRUST TEAM PROGRAMME



12 WEEK DEVELOPMENT  
PROGRAMME:

IN SOUTHAMPTON

- KICK START YOUR LIFE WITH NEW QUALIFICATIONS AND SKILLS.
- RESIDENTIAL TRIP AWAY.
- WORK WITH OTHERS AS A TEAM TO DEVELOP NEW AND EXCITING SKILLS.
- LEARN NEW SKILLS IN FIRE, ROAD SAFETY AND FIRST AID.
- MEET NEW PEOPLE AND DEVELOP YOUR COMMUNICATION, TEAMWORK AND CONFIDENCE.
- ENHANCE YOUR EMPLOYABILITY SKILLS, WHICH INCLUDES A 2 WEEK WORK PLACEMENT.
- UNCOVER YOUR FULL POTENTIAL.

MOTIVATION

CONTACT INFORMATION:

DAISY GANDEY

07918887892

[DAISY.GANDEY@HANTSFIRE.GOV.UK](mailto:DAISY.GANDEY@HANTSFIRE.GOV.UK)





HAMPSHIRE  
**FIRE AND  
RESCUE  
SERVICE**



**The Prince's Trust Team Programme** aims to reduce the number of young people who aren't in education, training or employment and if they weren't ready for college, employment or other education we can support them and provide them with life skills and a qualification.

Here is a brief summary of the programme:

Prince's Trust Team programmes, delivered by **Hampshire Fire and Rescue Service (HFRS)**, are a 12 week personal development course which supports **16-25** year olds gain confidence, overcome barriers, make new friends, and ultimately enter employment, education or further training. The programme itself is broken down into specific weeks focusing on different aspects of development.

**These 12 week full time programmes, are designed to:**

- Be a unique Fire Service led youth programme, within Hampshire.
- Work with others as a Team to develop new and existing skills
- Kick Start your life with new qualifications and skills
- Learn new skills in Fire, Road safety and community resilience sessions
- FREE to join and you won't lose your benefits
- Meet new people and improve your communication and teamwork skills
- Become HFRS ambassadors and provide useful feedback to HFRS on youth issues
- Enhance your employability skills, which includes a two week work placement
- Challenge individuals and explore possibilities and uncover potential
- Receive up to three months' support with the Prince's Trust to help you find further work or training
- **When and Where?**
- These programmes are from **11th May 2015**. Places are fully funded and limited, so please contact the following staff to arrange for an interview or why not attend a Taster Day.

**Please contact Daisy Gandey on 07918887892 or email [daisy.gandey@hantsfire.gov.uk](mailto:daisy.gandey@hantsfire.gov.uk)**

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# Vacancy Details

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## School and College Leaver, Southampton, Assurance, 2015

Reference Number VAC13373

Entry Route School & college leaver opportunities

Location Southampton

Business Area Assurance

Business Stream Assurance

Intake Year 2015

Start Date Autumn

You can apply for this vacancy all year round, but to avoid disappointment, we'd advise you to apply as early as you can.

### Vacancy Description:

**A position on our School and College Leaver programme is one of the best ways of jumping into a career with PwC early. You'll learn and develop the specialist skills our clients look for and value most and study towards a professional qualification, with support from us all the way.**

Assurance is our name for audit and other related services. In this business area we carry out examinations and inspections of our client's data to help them accurately express the financial and non-financial position of their businesses at a point in time.

This isn't always as easy as it sounds. Think about all the money coming into and out of a business like a football club or fashion label. Some of it's easy to account for, like clothing in a warehouse or ticket sales. But how do you decide how much a brand is worth or prove how valuable a player is? And how can you accurately reflect the value of these things in the financial statements? An accurate understanding of the health of their finances means our clients can make decisions about what to do next.

[To find out more about what we do in Assurance click here](#)

[Click here for more information](#)

To apply – please visit this site:

<http://www.ukcareers.pwc.com/pwcgradweb/Portal/Login.aspx?Site=School>

*School & college leaver careers*

Apply to our School & College Leaver jobs  
or join our Flying Start Degree Programme.

Explore your career options now.





# THINGS NOT WORKING OUT? TIME FOR A CHANGE?

GAIN CONFIDENCE

TAKE CONTROL

MAKE LIFE-CHANGING CHOICES



## A TYPICAL DAY

### SESSION 1

Mind puzzles / optical illusions - changing perspective  
**Group discussion:** watch film clip and discuss what's holding you back? What motivates you to keep going?

BREAK

### SESSION 2

**Small group:** timed team challenge to build a Lego model. Team is split into builders (who must stay in room and build model) and communicators (who can leave room to look at instructions sheet but cannot touch Lego and must tell the builder what to do).

**Group discussion:** how well did you work in your team? Challenges? Strengths?

LUNCH

### SESSION 3

**Individual work:** score yourself on what you like and dislike. Highlight any jobs you like the sound of that match your strengths

**Group discussion:** how could you talk about your strengths when applying for a job / course?

BREAK

### SESSION 4

**Team game:** name the advert

**Group discussion:** how do you sell a product?

**Small group:** team challenge - create a 30 second TV advert which will be filmed and played to whole group

**Individual work:** how can you advertise yourself so that employers / colleges want to offer you a job / place?

## WHAT THEY SAY...

"The course has helped me to realise my future is more certain and set constructive goals for my future."



"Before the course I felt angry and scared. I didn't care about my actions and made a lot of mistakes. I now feel more open and happy about myself, my life and my future. I am glad I have changed and don't want to go back."



"The course has helped me out 100%, best thing I've done in my life. I no longer feel down all the time. I've learnt that you can learn through your mistakes and make yourself better."



## THE DETAILS...

### DAYS & TIMES

Thursday 5 March  
Friday 6 March  
Thursday 12 March  
Friday 13 March  
Thursday 19 March  
Friday 20 March  
Wednesday 25 March  
Thursday 26 March  
Wednesday 1 April  
Thursday 2 April  
10.30am-3.30pm

### WHERE?

Above Bar Church,  
Ogle Road,  
Southampton  
SO14 7FE

### COST?

Free lunch,  
drinks & snacks  
Travel expenses  
reimbursed

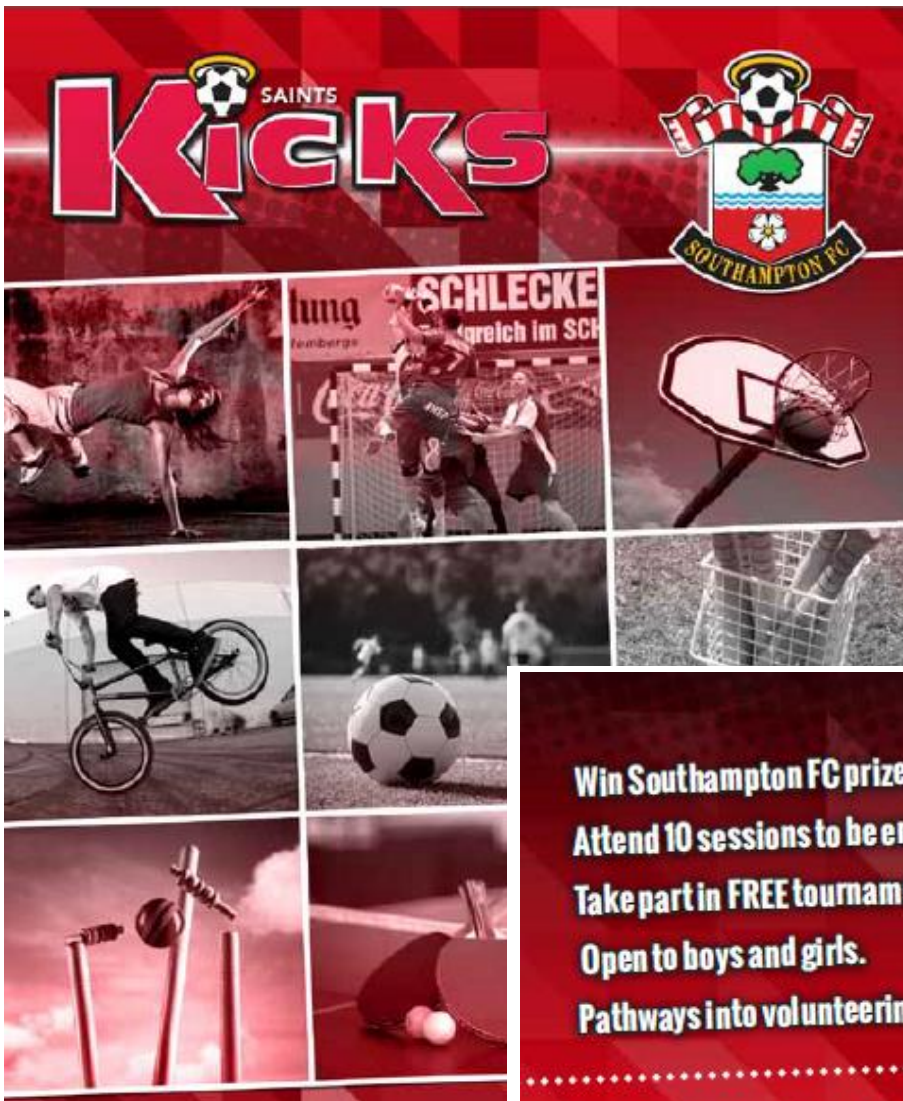
## CONTACT BECKY OR CHARLOTTE

023 8070 2222

youth@safe.org.uk

www.safe.org.uk





FREE for 10 to 19 year olds

**SAINTS Kicks**



Win Southampton FC prizes and merchandise.

Attend 10 sessions to be entered into a prize draw to win prizes.

Take part in FREE tournaments, competitions and challenges.

Open to boys and girls.

Pathways into volunteering and employment.

### **Woodlands Community College**

For aged 10-19yrs. Every Wednesday 5-7pm + Friday 7-9pm

Football • Cricket • Handball • Rounders • Street Dance • Youth Club (Pool & Music)

### **Oasis Academy Mayfield**

For ages 10-19yrs. Every Wednesday 5-7pm + Friday 7-9pm

Football • Boxing • Cricket • Table Tennis

### **Veracity Recreation Ground**

For ages 10-19yrs. Every Thursday 6-8pm

Football • Cricket • Basketball • BMX • Skateboarding

### **Fleming Park**

For ages 10-19yrs. Every Friday 7-9pm

Football

Call now to book your place and avoid disappointment

**0845 6889370**



## **Construction Work Experience Programme 2014-15** **Initial Information**

Southampton City Council is working in partnership with developers in the city to provide work experience on major construction sites. This is being achieved through a construction based training programme.

The programme will deliver:

- 3 weeks work experience in construction
- BTEC Level 1 Award in Work Skills
- National Careers Service advice session
- Accredited Skills Training (PASMA Aluminium Tower training and/or Asbestos Awareness)
- Site Safety Plus Health and Safety Awareness
- CSCS Test and card

Each training programme will have capacity for up to 15 starters. Participants will go on to complete work experience on major development sites.

**While on the programme candidates will be required to maintain the same standards of behaviour expected of all students attending City College.**

**While on work experience candidates will be required to maintain the same standards of behaviour expected of anyone working for an employer.**

Course dates are:

- ~~13<sup>th</sup> October 2014~~
- ~~10<sup>th</sup> November 2014~~
- ~~19<sup>th</sup> January 2015~~
- 9<sup>th</sup> March 2015
- 27<sup>th</sup> April 2015
- 22<sup>nd</sup> June 2015

**Applications will only be accepted through Employment Advisors.**

- All applicants should be unemployed at the time of submitting the application.
- Applicants should be from postcodes beginning SO14 -19.
- Applicants should be at least 19 years old.

**A registration form must be completed and taken to the interview (obtained from the Employment Advisor).**

A registration interview can be booked by the supporting advisor using Telephone number 023 8057 7200 alternatively a copy of the completed application form can be emailed to [CWEP@southampton-city.ac.uk](mailto:CWEP@southampton-city.ac.uk)

### **Support Available**

For the first week of the course only, travel support will be provided by the training provider; available to all applicants attending the training courses and using public transport. Please retain receipts/tickets of any travel costs incurred.

**For the second week and work experience travel costs must be organised directly from the referring organisation.**

# MILITARY PREPARATION COLLEGE

at Chamberlayne Arts College, Southampton, SO19 9QP

Places  
Available  
NOW!

Looking  
for a  
**HEAD  
START?**



**CALL 08442 438438 NOW!**



**Aim HIGH,  
Go FAR!**

Book Your  
Place  
TODAY!

[www.mpct.co.uk](http://www.mpct.co.uk)

**1,850 ARMED FORCES ENLISTMENTS**  
**By Failing to Prepare, You are Preparing to Fail...**

- » Enjoy exciting challenges
- » Gain new qualifications
- » Improve your fitness
- » Make new friends

**START NOW!**

**T**HE Southampton Military Preparation College is for anyone 16 to 18 years of age who wishes to gain the vital skills necessary to prepare them for a career in the Armed Forces or Public Services.

**O**N the course you will find an environment in which young people can realise their full potential. MPCT Southampton is proud of our successful training programme which engages learners from all backgrounds.

**P**IONEERING learning at MPCT Southampton fuses physical training, vocational instruction, academic work and personal development.

- ✓ Learn from ex-military instructors
- ✓ Prepare thoroughly for selection
- ✓ Take part in a residential week
- ✓ 1,850 military enlistments since 1999



**Get a Head Start in Southampton!**

Follow us on:



# SKILLS2 ACHIEVE

CASH  
incentives  
may  
apply!!

## 16-19yrs?

Stuck at home with nothing to do?

- ▶ Want to try something new?
- ▶ Want to meet new people?
- ▶ Want to gain skills and qualifications?
- ▶ Want to get that first foot on the job ladder, apprenticeship or college placement?

Well, if you're a young person aged 16-19 who isn't in training, education or employment, then Skills2Achieve could be for you.

Want to know more?

For more information or to arrange an interview please call Freephone 0808 100 3134 or text 07912 631235.



enham  
trust  
the power of yes

# THE DEAL:

- ▶ Maths and English qualifications.
- ▶ Activities to build essential skills.
- ▶ Qualified tutors to help with your CV, practise interview skills and gain confidence which can lead to work experience or paid work.
- ▶ Have fun!

Up to 52 weeks learning and activity programme designed to suit your individual needs.

Call freephone 0808 100 3134 or text 07912 631235 to find how we can help you *be who you want to be* and for details on how to receive a cash reward.

Centres in Andover, Basingstoke, Farnborough and Southampton.

Postal address: Skills2Achieve, Carpenters Cottage, Enham Place, Enham Alamein, Andover, Hampshire SP11 6JS

Freephone: 0808 100 3134

Email: [future@enham.org.uk](mailto:future@enham.org.uk)



*Be who you want to be.*



S2AEnham



FOOTBALL > PERFORMING ARTS > MUSIC WORKSHOPS > BOXING  
 SAINTS FOUNDATION CHOIR > HANDBALL > STREET DANCE > ZUMBA



# SAINTS **CONNECT** THRU FOOTBALL

SAINTS CONNECT OFFERS YOUNG PEOPLE AGED 10-19 YEARS:

- FREE FOOTBALL AND ALTERNATIVE ACTIVITIES**
- FREE ACCREDITED SPORTS COURSES**
- PATHWAYS INTO VOLUNTEERING AND EMPLOYMENT**

## ACTIVITIES TIMETABLE

WEDNESDAY	
Oasis Academy Lordshill	6pm - 8pm
Oasis Academy Mayfield	5.30pm - 7.30pm
Woodlands Community College	5pm - 7pm
FRIDAY	
Woodlands Community College	5pm - 7pm
Cantell School	6pm - 8pm
Oasis Academy Mayfield	7pm - 9pm
Fleming Park	6pm - 8pm
Veracity Recreational ground	6pm - 8pm
Oasis Academy Lordshill	6pm - 8pm
St Marys School	6pm - 8pm



Saints Connect



@saints\_connect

FOR MORE INFORMATION ON ANY OF OUR SESSIONS PLEASE  
**CONTACT LISA GOWLING ON: 0845 688 9370**







Sam Scott - 07762580800

**MYCOACHING**

James Welsh - 07432711913

- *Not doing anything?*
- *Want to start a Career in sport?*
- *Improve your CV?*
- *Enjoy Playing Football 16-18?*

Goals Soccer Centre:

**Monday**

**Tuesday**

**Friday**

• *Play football*

• *B - licenced coaches*

• *Gain Qualifications*

Join our 5 a side team!

- *Free to play!*
- *Under 19s!*
- *Monday Night!*

[www.my-coaching.co.uk](http://www.my-coaching.co.uk)

**goals**  
soccer centres

**Limited Spaces!!**

**City & Guilds**



Like us on Facebook:  
[www.facebook.com/mycoacheducation](http://www.facebook.com/mycoacheducation)

Follow us on Twitter: @my\_coaching



# Opening Doors

## to learning & work



Aged 16-18?  
Not in college?  
Not in work?  
Not sure what to do next?

The Opening Doors programme  
could be for you.....

### Opening Doors can provide:

-  Help to gain qualifications
-  Personal skills development
-  Training for the workplace
-  Info & advice on finding work
-  Assistance with CVs and job application forms
-  Support to assess and plan your future



### How long is the course?

You can attend for up to 18 weeks -  
depending on your personal learning programme.

### Where is it held?

Courses are held in the College's Skills Centres at:  
Junction Road in Totton or Waterside in Dibden Purlieu.

**(023) 80 874 874**  
**info@totton.ac.uk**



# INFORMATION

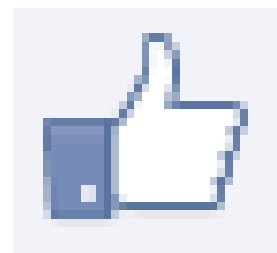
# Why not visit our facebook page?

[www.youngsouthampton.org/facebook](http://www.youngsouthampton.org/facebook)



**410** young people in Southampton are currently receiving updates on jobs / training & general information from us ...

*why don't you too?*



# Have a look at our website: [www.youngsouthampton.org](http://www.youngsouthampton.org)



Scan the code

**Young Southampton**  
Southampton Children and Young People's Trust

Home | Children and Young People | Parents and Carers | Working with Children

Menu

- Home
- Children and young people
- Get involved
- Information and advice
- Places to go, things to do

Contact Us

Southampton Children and Young People's Information Service

Glenfield Avenue  
Southampton  
Hampshire  
SO18 4ER

0800 169 8833  
[cypis@southampton.gov.uk](mailto:cypis@southampton.gov.uk)

Rate and comment on this page

You are here: [home](#) > [Children and young people](#)

### Children and Young People

Welcome to Young Southampton, the Southampton Children and Young People's Trust website.

In this section of the site we provide information for children and young people within the Southampton area.

So, if you want to [find something to do](#), need some [money guidance](#) or [housing advice](#), or if you're [trying to find work](#), then you've come to the right place.

[We're also on Facebook](#). 'Like us' to be informed of the latest news and events for young people.

### Job vacancy bulletins and signposting guide

Download our job vacancy bulletins.

- [Job Vacancy / Information Bulletin](#)
- [Vacancies working with children](#)

Use the signposting guide to find relevant support.

- [Signposting guide](#)
- [NEET Directory](#)

### Like us on Facebook

[Young Southampton](#) Like us on Facebook to receive site updates and information targeted at children and young people.

223

Twitter

The current version of this bulletin can be downloaded here

More vacancies -  
Childcare

Details of other organisations who can help you

'Like' Young Southampton on FACEBOOK to receive updates

Directory of training opportunities

# BAKER

As a baker, you would use a range of methods to produce bread and confectionery products. You would usually work in one of three types of bakery. If you are passionate about food and enjoy baking, this could be just the type of job you are looking for.

To become a baker, you will need to have good number skills for measuring ingredients. You will also need these for ordering supplies and working out cooking times.

You can work as a trainee in a bakery without any specific qualifications. Some employers might ask for GCSEs in English, maths or food technology.

At a plant bakery, you would use machinery and production lines to manufacture large amounts of baked goods for shops, supermarkets and other large customers.

As an in-store baker, for example with a supermarket, you would use some automated machinery to make fresh bread products to be sold in the store.

At a craft bakery, you would create a smaller amount of products to be sold in a shop, delicatessen or chain of specialist shops. This work would be more varied, and although some machinery is used, you would do much of the work by hand.

## Hours

You would usually work 39 hours a week over five days, with very early starts. Plant bakeries usually operate shifts on a rota system, which include nights and weekends. As an in-store or craft baker you would also be expected to cover weekends.

The work involves a lot of standing as well as lifting and carrying trays and heavy sacks of flour, although lifting equipment is widely used.



STARTING SALARY  
PER YEAR



**£13,000+**

HOURS  
PER WEEK



**39**

For more information visit: [www.nationalcareersservice.direct.gov.uk](http://www.nationalcareersservice.direct.gov.uk)

# NATIONAL MINIMUM WAGE

UPDATED  
1<sup>ST</sup> OCTOBER  
2014

Rate from 1 October 2014

Pay and Work Rights Helpline  
0800 917 2368



Year	21 and over	18 to 20	Under 18	Apprentice*
<b>2014 (current rate)</b>	<b>£6.50</b>	<b>£5.13</b>	<b>£3.79</b>	<b>£2.73</b>
2013	£6.31	£5.03	£3.72	£2.68
2012	£6.19	£4.98	£3.68	£2.65
2011	£6.08	£4.98	£3.68	£2.60

\*This rate is for apprentices under 19 or those in their first year. If you're 19 or over and past your first year you get the rate that applies to your age.

## National Minimum Wage Calculator

Check if your pay matches the National Minimum Wage or if your employer owes you payments from past years

[www.gov.uk/am-i-getting-minimum-wage](http://www.gov.uk/am-i-getting-minimum-wage)



# RAISING THE PARTICIPATION AGE

## Information for young people

The age to which all young people in England are required to continue in education or training has been increased.

This is being introduced in 2 stages:

- if a young person left year 11 in summer 2013, they must stay in some form of education or training for at least a further year until 27 June 2014
- if a young person started in year 11 (or years below) in September 2013, they will have to continue until at least their 18th birthday

This does not mean young people must stay in school. They will be able to choose from the following options:

- full-time education (eg school or college)
- an apprenticeship
- full-time employment or volunteering, combined with part-time education or training

[www.education.gov.uk/rpa](http://www.education.gov.uk/rpa)



[www.gov.uk](http://www.gov.uk)





# CHILD EMPLOYMENT

## Children (under 16 years of age) are not allowed to work:

- without an employment permit issued by the education department of the local council, if this is required by local bylaws
- in places like a factory or industrial site
- during school hours
- before 7am or after 7pm
- for more than one hour before school (unless local bylaws allow it)
- for more than 4 hours without taking a break of at least 1 hour
- in most jobs in pubs and betting shops and those prohibited in local bylaws
- in any work that may be harmful to their health, well-being or education
- without having a 2-week break from any work during the school holidays in each calendar year

There are also special rules which only apply during term times and school holiday times.

## Term time rules

During term time children can only work a maximum of 12 hours a week. This includes:

- a maximum of 2 hours on school days and Sundays
- a maximum of 5 hours on Saturdays for 13 to 14-year-olds, or 8 hours for 15 to 16-year-olds

## School holiday rules

During school holidays 13 to 14-year-olds are only allowed to work a maximum of 25 hours a week. This includes:

- a maximum of 5 hours on weekdays and Saturdays
- a maximum of 2 hours on Sunday

During school holidays 15 to 16-year-olds can only work a maximum of 35 hours a week. This includes:

- a maximum of 8 hours on weekdays and Saturdays
- a maximum of 2 hours on Sunday



[www.gov.uk/child-employment/restrictions-on-child-employment](http://www.gov.uk/child-employment/restrictions-on-child-employment)



# More info from GOV.UK

## School leaving age

You can leave school on the last Friday in June, as long as you'll have turned 16 by the end of that school year's summer holidays. However, you may need to stay in some form of education or training for longer.

[www.gov.uk/know-when-you-can-leave-school](http://www.gov.uk/know-when-you-can-leave-school)

## Get a replacement exam certificate

Contact an exam board to get a replacement exam certificate. You may need to prove your identity to get your certificate.

[www.gov.uk/replacement-exam-certificate](http://www.gov.uk/replacement-exam-certificate)

## What different qualification levels mean

There are 4 main frameworks that group all qualifications into the same levels from entry to level 8.

[www.gov.uk/what-different-qualification-levels-mean](http://www.gov.uk/what-different-qualification-levels-mean)

## Careers helpline for teenagers

Information and advice about what career choices are available if you're a teenager in England.

[www.gov.uk/careers-helpline-for-teenagers](http://www.gov.uk/careers-helpline-for-teenagers)



[www.getmyfirstjob.co.uk](http://www.getmyfirstjob.co.uk)

Register and search for apprenticeships

[www.fish4jobs.co.uk](http://www.fish4jobs.co.uk)

Features around 20,000 jobs

[www.jobsite.co.uk](http://www.jobsite.co.uk)

Upload your CV & Get Jobs-by-Email

[www.fasttomato.com](http://www.fasttomato.com)

Careers interactive programme

## MORE USEFUL WEBSITES



<http://icould.com/>

[www.dailyecho.co.uk/jobs/tools/](http://www.dailyecho.co.uk/jobs/tools/)

Submit your CV and the Daily Echo will match it to their jobs.

[http://career-](http://career-advice.monster.ca/job-interview/interview-preparation/interview-prep-for-young-people/article.aspx)

[advice.monster.ca/job-](http://career-advice.monster.ca/job-interview/interview-preparation/interview-prep-for-young-people/article.aspx)

[interview/interview-](http://career-advice.monster.ca/job-interview/interview-preparation/interview-prep-for-young-people/article.aspx)

[preparation/interview-prep-for-](http://career-advice.monster.ca/job-interview/interview-preparation/interview-prep-for-young-people/article.aspx)

[young-people/article.aspx](http://career-advice.monster.ca/job-interview/interview-preparation/interview-prep-for-young-people/article.aspx)  
Interview advice

[www.adviceguide.org.uk/england/debt\\_e/young\\_people\\_money\\_and\\_consumer\\_rights.htm](http://www.adviceguide.org.uk/england/debt_e/young_people_money_and_consumer_rights.htm)

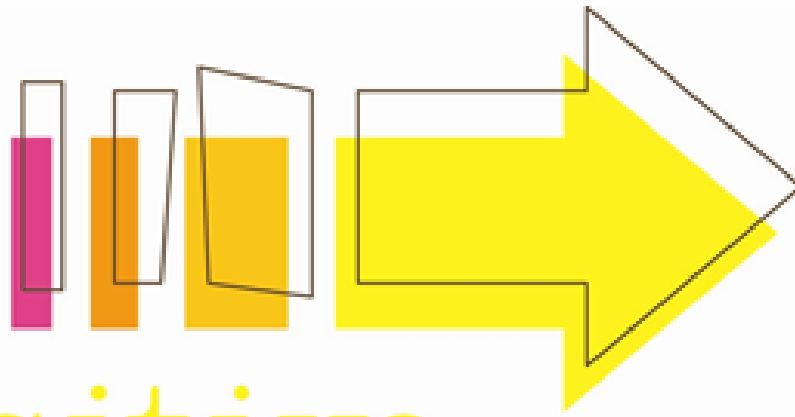
Lots of financial information for young people

[www.learndirect.co.uk/campaigns/worth-learning/managing-money/understanding-your-payslip/](http://www.learndirect.co.uk/campaigns/worth-learning/managing-money/understanding-your-payslip/)

Starting work – understanding your payslip

<http://life.wilko.com/the-students-guide-to-bills/>

Living independently?  
This guide will help you budget efficiently.



# Positive Directions



**Aged 16 – 17?**



**Not in Education, Training or Working?**



**No GCSE's? Or GCSE's below a C?**

**We can help you to decide your future, we  
work with you to achieve your goals!**

**Contact Mandy Burdfield at City Limits Employment  
on 02380917585 / 07855788139**



**Skills Training UK**  
achieve more



**EMPLOYMENT**



**Part of the Youth Contract Funded by the Education Funding Agency**

# Want to move your family forward

**BUT.....**

I want to be part of my local community – I feel socially isolated

I am concerned about Health or Well-being? How can I work?

I can't use computers / email accounts? How do I do that? Internet searches

Child care

I have no CV – Interviews? How do I do it?

I have not worked for years... Where do I start?



EMPLOYMENT

## Family Project

Call us at City Limits Employment on **02380 917585**

Ask to speak to Mandy Burdfield, Francesca Prior or Mandy Jurd  
or email for further information:


[mandy.burdfield@southampton.gov.uk](mailto:mandy.burdfield@southampton.gov.uk)

[francesca.prior@southampton.gov.uk](mailto:francesca.prior@southampton.gov.uk)

[amanda.jurd@southampton.gov.uk](mailto:amanda.jurd@southampton.gov.uk)

We want to help you **AND** your family!



A grayscale photograph of a woman with long dark hair, wearing a dark long-sleeved top and jeans, talking on a mobile phone. She is smiling and looking towards the camera. The image is semi-transparent and serves as a background for the text.

# ADVICE / SUPPORT



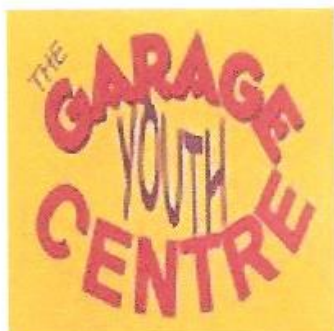
**YOUNG PERSONS SEXUAL HEALTH  
DROP IN CLINIC**

**THE GARAGE YOUTH CENTRE  
TOTTON**

**NO APPOINTMENT NEEDED FOR FREE CONFIDENTIAL  
SERVICE FROM SOLENT SEXUAL HEALTH NURSES**

**CONTRACEPTION PILLS, EMERGENCY CONTRACEPTION , INJECTIONS, IMPLANTS,  
CONDOMS, PREGNANGY TESTS : SUPPORT AND ADVICE FOR HAPPY HEALTHY LIFESTYLES**

**[www.Letstalkaboutit.nhs.uk](http://www.Letstalkaboutit.nhs.uk)**



**WHERE? The Garage Youth Centre,**

**Find us in Eling Recreation Ground. Totton.  
Off Totton Bypass SO40 9JG**

**TEL: 07884153275**

# OPEN

**THE GARAGE YOUTH CENTRE  
PROVIDES A RANGE OF YOUTH SERVICES  
TO SUIT YOUR NEEDS  
FOR AGES 9 TO 24 YEARS**

## MONDAY

DROP IN SUPPORT SESSIONS - UP TO 24 YRS - 2PM TO 5PM

NHS SEXUAL HEALTH CLINIC - UP TO 24 YRS - 3PM TO 5PM

FIT 4 U CHALLENGES - UP TO 24 YRS - 5PM TO 6PM

YOUTH CLUB SESSION—9 TO 18 YRS—6PM TO 9PM

## WEDNESDAY

DROP IN SUPPORT SESSIONS - UP TO 24 YRS—2PM TO 5PM

FIT 4 U CHALLENGES - UP TO 24 YRS - 5PM TO 6PM

YOUTH CLUB SESSION—AGE 9 TO 18 YRS—6PM TO 9PM

## THURSDAY

DROP IN SUPPORT SESSIONS - UP TO 24 YRS—2PM TO 5PM

YOUTH CLUB SESSION—AGE 9 TO 18 YRS—6PM TO 9PM

## SATURDAY KITCHEN

10.30AM TO 1.30PM - AGE 9 TO 18 YRS



**The Duke of Edinburgh's Bronze Award  
is coming to the UFI this September.**

**Interested?**

**EMAIL US:**

**dofetotton@gmail.com**

**FOLLOW US ON TWITTER:**

**@DofETotton**

**FIND US ON FACEBOOK:**

**Totton Open Centre**

**6-8pm Wednesdays**

**Totton Open Centre**

**Eling Recreation Ground  
Totton**



# THE GARAGE YOUTH CENTRE

A Totton & Eling  
Town Council Facility

FIND US IN ELING RECREATION GROUND  
OFF TOTTON BY PASS A35 - SO40 9JG



**THE GARAGE OFFERS  
A WIDE RANGE OF YOUTH  
SUPPORT SERVICES FOR YOUNG PEOPLE  
AGED 9 THROUGH TO 25 YEARS.**

**We offer a safe 'space' to meet up & support when you need it for any emotional & social issue.  
Your not alone at Ufi, we are here for you, whatever you need.**

**WE BELIEVE IN YOUNG PEOPLE & THAT INCLUDES YOU!**

**OPEN IN TERM TIME AND SCHOOL HOLIDAYS**

**MONDAY, WEDNESDAY, THURSDAY 6PM TO 9.30PM & OCCASIONAL SATURDAYS**

**HEALTH & WELLBEING DROP IN SERVICES  
EVERY WEDNESDAY & THURSDAY 2 TO 5PM**

#### 'FINDING YOUR FEET'

Support with Careers, CV writing,  
Education, Training & Employment  
Information, Advice and Guidance.

#### RELATIONSHIPS AND SEXUAL HEALTH

Support with Emotional, Social & Physical  
aspects of growing up to enable you  
to take responsibility for your  
Sexual Health & overall wellbeing.

#### FEEL GOOD FACTOR

Support with everyday emotional & social issues Working to raise confidence  
& develop personal and social skills to deal with Anxiety, identity & self-worth issues.

#### FITNESS AND SPORTS DEVELOPMENT

Physical activities for a Happy & Healthier You.  
FREE sessions with a personal trainer  
For your overall health & wellbeing.  
Call to book sessions at a time that suits you



#### HEALTHY LIFESTYLES & NUTRITION

Healthier Eating on a budget,  
cooking classes & Nutrition.  
Support for Substance Misuse.



**Totton & Eling Town Council**



**Hampshire  
County Council**



**New Forest  
DISTRICT COUNCIL**

Southern Health **NHS**  
NHS Foundation Trust

**REP'S**  
The Register of Exercise Professionals  
BODY OF SKILLSFACTIVE

**ASDA**

**ing**

#### TO FIND OUT MORE

Keep up to date with us on **FACEBOOK**.  
Search 'the garage ufi' and 'like' the page.

Contact us on 023 8066 9908  
or 0788 415 3275  
Email: [thegarageufi@live.co.uk](mailto:thegarageufi@live.co.uk)

or visit [www.garageyouthclub.net](http://www.garageyouthclub.net)



The Garage Ufi



The Garage Ufi  
@GarageUfi



13 to 18 years old?

## We would love to hear from you

If you've got any questions, get in touch.  
We can talk about jobs, careers, learning or training.

**NATIONAL  
CAREERS  
SERVICE**

### Phone and callback



Calls from a landline are free. Some calls from a mobile are charged, but we can ring you back

**0800 100 900.**

### Webchat



You can speak to a trained adviser by clicking on the word [Webchat](#).  
Here you can talk one-to-one. This service is **confidential** and is not a chat room.

### Email an adviser



You can email us with your questions. We'll reply to you within 24 hours.

[Click on this link](#)

### Text us



You can send us a text for simple information like telephone numbers or addresses. If you want more in-depth information and advice, ring us on 0800 100 900. If you tell the adviser your phone number we will call you back at a time that's convenient for you. Please don't send us pictures as we can't open these. The number to text us on is **07766 413219.**

## Before you call

Calls can take up to 30 minutes, depending on what you want to talk about. To make the most of your time, here are some useful things you can do before calling:

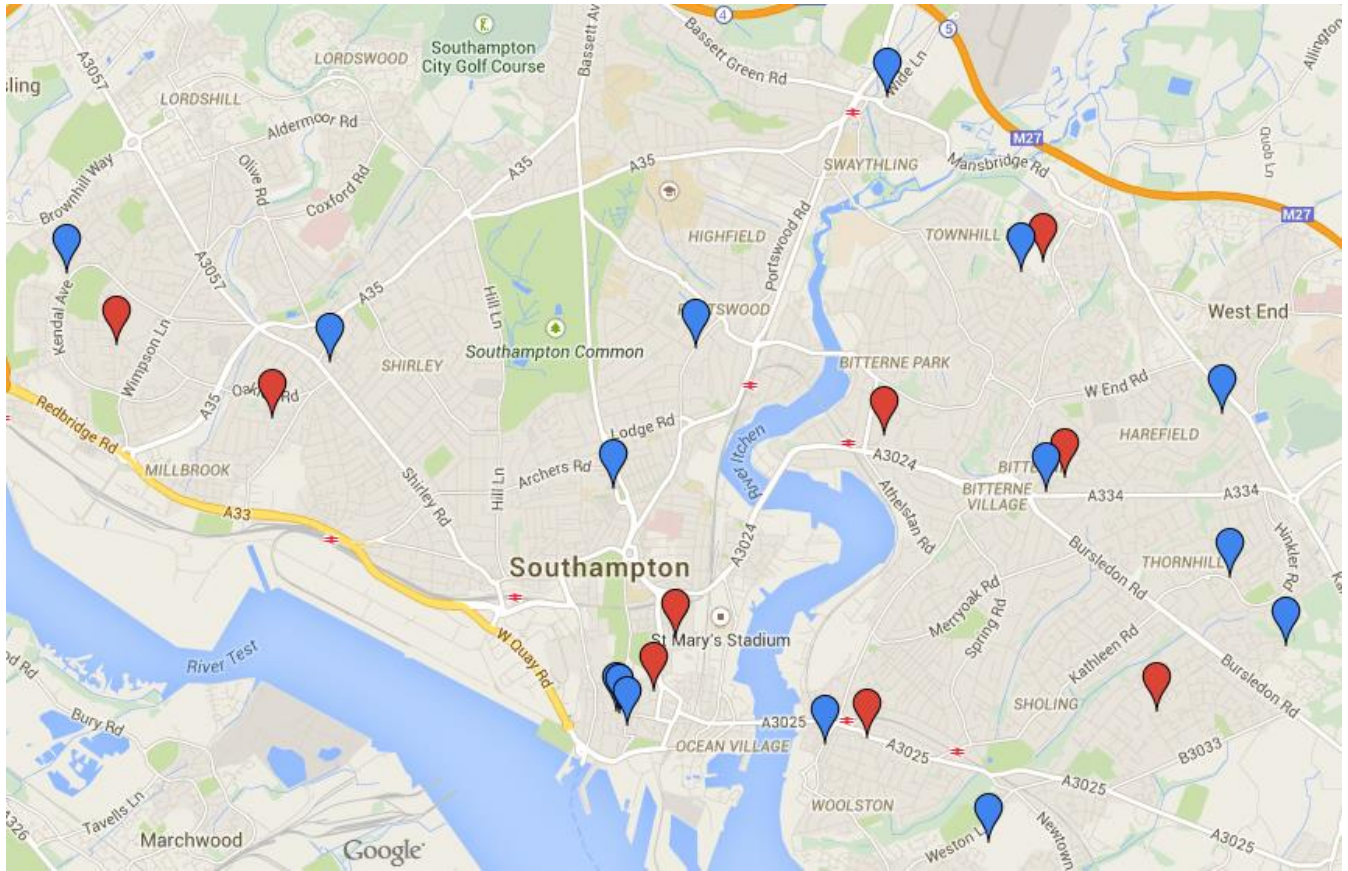
- think about why you are calling - do you have a specific question or are you looking for general advice?
- make sure you have enough time to talk
- phone from a place where it's not too noisy
- have a pen and paper ready - you might need to write down some information.



[www.direct.gov.uk/NationalCareersService](http://www.direct.gov.uk/NationalCareersService)

# Southampton Work Clubs and IT Clubs

## There's one near you!



### **Bitterne IT club**

Bitterne Library every Tuesday 10am - 12pm (term time only). Call 023 80671111 for further information.

### **Bitterne Work Club**

Bitterne Library, Bitterne Road East, SO18 5EG.

Runs Mondays 10am to 12noon. Drop in, all welcome.

T: 023 8091 7585 E: [citylimits.employment@southampton.gov.uk](mailto:citylimits.employment@southampton.gov.uk)

### **CLEAR Work Club**

11 Queensway, Southampton, SO14 3BL

Wednesdays 9.30am - 12.30 pm

All Year round.

For anyone who has come to the UK as a refugee or as family/dependent of a refugee - must have right to work in the UK although we will help asylum seekers look for training and compile a CV ready for looking for work if their application is successful.

Contact: 023 8023 4000 or email [info@citylife.org.uk](mailto:info@citylife.org.uk).

Website: <http://www.citylife.org.uk/activity/clear/>



### **Community Systems Work Club**

11 Queensway SO14 3BL

Community Systems Employment Help

Phone for an appointment – appointments available most weekdays.

For help with CVs, job applications, interview preparation. Careers guidance also available.

You must be claiming one of the following out of work benefits – Jobseekers Allowance or Employment and Support Allowance (and be in the Work Related Activity Group)

Tel: 0845 600 60 60

### **Graylings Computer Friends**

IT Area, The Grayling, Beechfield Court, Regents Park Road, Southampton SO15 8SL. Sessions are free and last between 1 and 2 hours depending on numbers. Every Wednesday 2pm to 7pm. For more information please call 02380 915072 or just pop in.

### **Hinkler Work Club**

Hightown Centre, Tunstall Close, Southampton SO19 6RD

Drop in – all welcome. Wednesdays 9am – 12 noon. Contact Amanda 023 8040 5728 for further information.

### **Millbrook IT Club**

33B Windrush Road (formerly The Link)

Tuesdays 12.30pm – 3.30pm.

Drop in, all welcome.

Help with on-line applications, searching for work, improving IT skills for employment. 1:1 advice and guidance

Contact The Warren Centre 02380327802 for further information

### **No Limits Work Club**

No Limits, 24a Bernard Street, Southampton, SO14 3AY.

Monday's between 2pm - 4pm. For people aged 16 - 25.


Tel: 023 8023 6237. [www.nolimitshelp.org.uk](http://www.nolimitshelp.org.uk).

Details from Google Maps

24A Bernard Street, Southampton SO14 3AY, United Kingdom

[www.nolimitshelp.org.uk](http://www.nolimitshelp.org.uk)

023 8022 4224



Get help looking for jobs  
and apply.

### **Portswood CAP Job Club**

At the Victory Centre, 154-156 Portswood Rd, Portswood, Southampton, SO17 2NH.

CAP Job Club Manager: Jan Patching [janpatching@capjobclubs.org](mailto:janpatching@capjobclubs.org)

Thursdays (10am-2pm)

to anyone trying to find employment.

For information on what the CAP Job Clubs involve, please visit: [www.capuk.org/i-want-help/cap-job-clubs/introduction](http://www.capuk.org/i-want-help/cap-job-clubs/introduction).

### **Pleasant View Computer Friends**

Community Centre, 200 Orpen Road, SHoling Southampton SO10 0EA


### **Roundabout Cafe Work Club**

Westfield Corner  
Mansbridge, Swaythling  
SO18 2LE

On the 1st Thursday of every month. Between 12pm and 3pm.

Supports people to find employment and training and to overcome any potential barriers.

For more information email: [estsupport@radian.co.uk](mailto:estsupport@radian.co.uk) or tel: 0800 4220570.



Chat through career ideas

### **STEPS (Plusyou Ltd) Thornhill**

Hightown Centre, Tunstall Close, Southampton SO19 6RD

For people living in SO19 6 area

Tel: Mike or Amanda for opening times on 023 8040 5728.

### **Townhill Park Work Club**

Townhill Park Community Centre                      Meggeson Avenue  
SO18 2FH

Tuesdays 10:30am - 12:30pm. Term time only.

All are welcome for help with:

CVs, Job applications, Using IT for job search, Covering letters, Interview tips, General employment training and volunteering advice.

For more information tel: 023 8091 7585.

Also available at the same time is 'Tea and Tech' Bring your own laptop or tablet for help with any IT queries. Same opening times and venue.

### **Weston Work Club**

at Weston Library, Chamberlayne Leisure Centre Car Park, Weston

Every Thursday 09.00 until 12 noon

Drop in – all welcome

1:1 advice, help with CVs and job hunting.

For more detail please contact the Warren Centre on 023 8032 7802

### **Shirley Work Club (Sainsburys)**

Sainsbury's Cafe Shirley Precinct, Redcar Street, Shirley

Monday 9.00-11.00 (Term time only)

drop in, all welcome

1:1 advice, help with CVs and job hunting.

Contact The Warren Centre 02380327802 for further information



Is your CV up to date?

### **Tea and Tech - Townhill Park**

Townhill Park Community Centre    Meggeson Avenue SO18 2FH. Tuesdays ( term time only).

10:30am - 12:30pm. Call 023 8067 1111 for more information.

### **West Itchen Community Trust**

Ropewalk,  
53 Derby Road  
Southampton  
SO14 0DJ  
Mondays: 3pm-5pm  
Runs throughout the year.  
Open to everyone (adults over 18).  
T: 023 8038 8580  
E: [alex@wict.co.uk](mailto:alex@wict.co.uk)  
Web: [www.wict.co.uk](http://www.wict.co.uk)

Upload your CV to a job search  
website ....

### **Weston IT Club**

Weston Library  
Chamberlayne Leisure Centre car park                      Thursday 12.30pm - 3:30pm  
drop in, all welcome  
1:1 advice, help with CVs and job hunting. Support given with IT skills.  
Contact The Warren Centre 02380327802 for further information

### **Woolston CAP Job Club**

Upstairs of the Cry Shop, 41 Victoria Rd, Woolston, Southampton, SO19 9DY.  
CAP Job Club Manager: Daron Medway [daronmedway@capjobclubs.org](mailto:daronmedway@capjobclubs.org)  
Tuesdays (11am-2pm)    Run by Christians Against Poverty and open to  
anyone trying to find employment.  
For information on what the CAP Job Clubs involve, please visit: [www.capuk.org/i-want-help/cap-job-clubs/introduction](http://www.capuk.org/i-want-help/cap-job-clubs/introduction).

### **Work Club - Harefield**

Meon Court, Harefield  
Friday 2.00pm until 4.00pm  
Drop in, all welcome  
1:1 advice, help with CVs and job hunting. Support given with IT skills.  
Contact The Warren Centre 02380327802 for further information





### **Eastleigh and Winchester Youth Support Services**

Hampshire County Council  
Rookwood Centre  
Penshurst Way  
Boyatt Wood  
Eastleigh  
SO50 4RJ

Tel: 023 8068 4932

Email: [youth.eastleighandwinchester@hants.gov.uk](mailto:youth.eastleighandwinchester@hants.gov.uk)

For information on benefits and housing, call 023 8068 4930 / 4932 to ask for an appointment at an outreach centre.

### **New Forest Youth Support Service**

Claypits Lane  
Dibden,  
Southampton  
SO45 5TN

Tel: 023 8087 7960

Email: [youth.newforest@hants.gov.uk](mailto:youth.newforest@hants.gov.uk)

### **Test Valley Youth Support Service**

The Wedge  
London Road  
Andover  
SP10 2PS

Tel: 01264 336571

Email: [youth.testvalley@hants.gov.uk](mailto:youth.testvalley@hants.gov.uk)

If you live outside  
Southampton,  
please visit this  
website to find out  
where you can get  
support and  
advice.

[www3.hants.gov.uk/  
youthtube](http://www3.hants.gov.uk/youthtube)



# City Limits

E M P L O Y M E N T

## WORK CLUB

The City Limits Mental Health Work Club runs every  
**Tuesday 3.30pm – 5.30pm**  
at the **Central Library Learning Centre**

It is for clients currently receiving a service from  
Southampton Community Treatment Team (CTT's)

People are welcome to drop in to find out more.  
For on-going support they will need to be referred by  
their Care Coordinator.

### **We can assist with:**

- General information and advice on employment & training
- Writing & updating a CV
- Information on returning to education
- Job searching
- Information on volunteering
- Preparing for interviews
- Completing application forms
- Disclosure advice

If you know someone you think would benefit from  
this kind of support just ask them to pop along. To  
find out more please call City Limits on  
**023 80917 585** or visit

**[www.southampton.gov.uk/citylimits](http://www.southampton.gov.uk/citylimits)**



# NO LIMITS

Training

Employment

Helping Young People  
Help Themselves

## SOUTHAMPTON Work Club

Looking for support

Get help with

Completing CVs

Identify your  
strengths and  
interests

Preparing for  
interviews

Learning Interview  
techniques

Job search

Are you aged  
between 16  
and 25?


**CAREERS FAIR**

**FIRST MONDAY OF EACH  
MONTH**

Meet employers and training  
providers. Get advice on your  
CV and job search help.

[www.nolimitshelp.org.uk](http://www.nolimitshelp.org.uk)

 @nolimitshelp

 nolimits

**Monday's 2:00pm-4:00pm**

**City Centre: 24a Bernard  
Street, SO14 3AY**

# NO LIMITS

Helping Young People  
Help Themselves

## WORK CLUB

Looking for a job or advice and support in applying for work?

Our next Career Fair is **6 April 2015 2-4pm**

24a Bernard Street Southampton SO14 3AY



- Internet access to job search
- Up to date details of jobs in Southampton
- Job hunting guidance—help with searching and applying for jobs and improving job applications
- 1:1 support with building and creating CVs
- 1:1 support and tips on interview techniques and planning for an interview
- Talk to a range of partner agencies about training, apprenticeships, recruitment, education and advice:



Inspiring people to realise their potential



ENGAGE • MOTIVATE • EDUCATE



[www.nolimitshelp.org.uk](http://www.nolimitshelp.org.uk)

Please call 02380 224224 for more information

## Drop-in centres

### City drop-in centre

☎ 023 8022 4224



#### Facilities:

- ✓ Free internet
- ✓ Telephones
- ✓ Shower for young people who are homeless
- ✓ Washing machine for young people who are homeless
- ✓ Confidential advice
- ✓ Counselling
- ✓ Pregnancy testing
- ✓ Chlamydia screening

#### Address:

24a Bernard Street  
SO14 3AY  
See map: [Google Maps](#)

#### Opening hours:

<b>MONDAY</b>	10am - 1pm & 2pm-5pm* (*appointment only)
<b>TUESDAY</b>	10am - 1pm
<b>WEDNESDAY</b>	2pm - 5pm & 6pm - 8pm
<b>THURSDAY</b>	2pm - 5pm
<b>FRIDAY</b>	10am - 1pm

### Shirley drop-in centre

☎ 023 8051 1051

#### Facilities:

- ✓ Free internet
- ✓ Telephones
- ✓ Confidential advice
- ✓ Counselling
- ✓ Pregnancy testing
- ✓ Chlamydia screening

#### Address:

278 Shirley Road  
SO15 3HL  
See map: [Google Maps](#)

#### Opening hours:

<b>MONDAY</b>	10am - 1pm
<b>TUESDAY</b>	2pm - 5pm & 6pm - 8pm
<b>WEDNESDAY</b>	2pm - 5pm
<b>THURSDAY</b>	10am - 1pm
<b>FRIDAY</b>	2pm - 5pm

### Sholing drop-in centre

☎ 023 8043 5000

#### Facilities:

- ✓ Free internet
- ✓ Telephones
- ✓ Confidential advice
- ✓ Counselling
- ✓ Pregnancy testing
- ✓ Chlamydia screening

#### Address:

406 Portsmouth Road  
SO19 9AT  
See map: [Google Maps](#)

#### Opening hours:

<b>MONDAY</b>	2pm - 5pm
<b>WEDNESDAY</b>	2pm - 5pm
<b>THURSDAY</b>	2pm - 5pm

Open access drop-in centres. Visit alone or with a friend for support, no appointment needed

# Are you 19 or over and would like some help?

The National Careers Service is FREE to all adults and provides information, careers and skills advice that's tailored to you. The careers advisers are professionally qualified to help you make the right choices about learning and work

## How to write a CV

Golden rules of producing an effective CV with advice on style, content and layout and how to target a CV to particular jobs.

## Interview Skills

Help to overcome interview anxiety. Find out how to succeed through preparation.

## Job Search Skills

Advice on how to write speculative letters, complete application forms and make the best of a CV. Useful web sites and how to find and use information about the local labour market.

## Confidence Building

Help with developing confidence and self-esteem to improve job prospects.



Call 0800 1954 700 to make an appointment to see an adviser face to face or visit [www.nationalcareersservice.direct.gov.uk](http://www.nationalcareersservice.direct.gov.uk)

**National  
Careers  
Service**

Helping you take  
the next step

# NOTES

The next bulletin is ... Thursday 19<sup>th</sup> March 2015