

28th July 2016

Job Vacancy / Information Bulletin

for young people

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

The Latest Job Opportunities in Southampton



**Vacancies
with the
NHS**

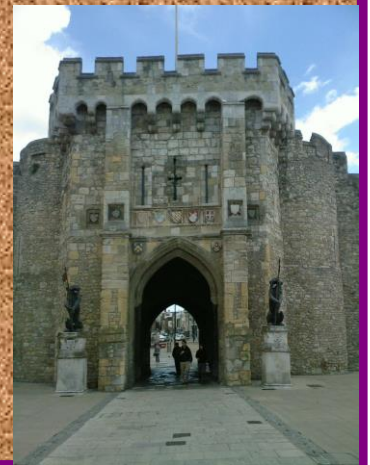
**Check out the
latest full time and
part time job
vacancies in
Southampton!**

**Featured
Volunteering
Opportunity
with Age UK**

APPLY NOW



**Find
Job**



INSIDE:

Job Profile: Web Developer

Latest Apprenticeships & Traineeships

Word Search

It is advisable to view this bulletin on-line due to the number of hyperlinks to original websites

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For hyperlinks



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HOT JOBS

Don't miss these!

Need to get there quickly? Click on the link!

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Daily Echo Vacancies

28th July 2016

Please consult the relevant edition of the ECHO or visit the website for further details as information below has been abbreviated. This is just a small selection of jobs being advertised. 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.

| | | |
|---|-------------|----------------------|
|  <p><u>Administrator</u></p> <p>Our client, a market leader in their industry, is looking for an Administrator to join their office in Southampton. Reporting to the Office Manager...</p> | Southampton | £9.00/hour |
| <p><u>Customer Service Assistant</u></p> <p>Owned by Tesco Plc, but operated as a separate business, One Stop Stores are an ambitious organisation, with growth plans over the next 5 years tha...</p> | Southampton | Salary not specified |
| <p><u>Junior Web Developer</u></p> <p>Become a Web Developer Do you have a passion for all things tech? Do you aspire to design and create the latest and greatest websites, or be involv...</p> | Southampton | £20k - £30k/year |
| <p><u>Warehouse Operatives</u></p>  <p>Warehouse Operatives Southampton £8.25ph plus excellent benefits that include generous staff discounts and a contributory pension scheme You're no ...</p> | Southampton | £8.25/hour |
| <p><u>DISTRIBUTORS REQUIRED</u></p> <p>DISTRIBUTORS REQUIRED TO DELIVER THE BT DIRECTORY IN AND AROUND SOUTHAMPTON, TOTTON, HEDGE END, EASTLEIGH, ROMSEY, WALTHAM CHASE, WINCHESTER AND SU...</p> | Southampton | Salary not specified |

INFORMATION SERVICE - WE ARE NOT RESPONSIBLE FOR THESE VACANCIES

www.dailyecho.co.uk/jobs

Working with children

CURRENT VACANCIES



[2 x Early Years Modern Apprenticeships - Tickleford Pre-School \(on-going\)](#)

Tickleford Pre School Ltd Tickleford Drive Southampton SO19 9QP

[Early Years Practitioner - Riverside Pre-School St Denys](#)

Closing date: 26 August 2016

Bitterne Park Primary School Riverside Pre School Manor Farm Road
Southampton SO18 1NX

[Play Supervisors and Activities Workers \(For the Summer Holidays 2016\)](#)

023 80 29 4604

Some useful sites for finding jobs in Childcare:

<http://www.topsdaynurseries.co.uk/careers/>

<http://www.freedomchildcare.com/>

<http://www.fixers.org.uk/>

<http://www.twics.org.uk/>

[See also FNTC in the Apprenticeships section](#)



Please visit this for further details:

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

www.sid.southampton.gov.uk

Jobcentre Plus Vacancies

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

| Job Title | Advertised by: | Location: |
|---|---------------------------------|------------------------------|
| Gardeners/ Ground Maintenance Staff | Work Circle | Southern-Southampton |
| Sales Administrator - Southampton | Totaljobs | Southern-Southampton |
| Sales Assistant - Southampton | Totaljobs | Southern-Southampton |
| Administrator | CV Library | Southern-Southampton |
| Business Administrator | Jobs4 Network Limited | Southern-Southampton |
| Warehouse Distribution Assistant | Jobs4 Network Limited | Southern-Southampton |
| Bricklayer | Construction-jobsearch.com | Southern-Southampton |
| Apprentice Lettings Negotiator | National Apprenticeship Service | Southern-Southampton |
| Health Care Assistant | NHS Jobs | Southampton General Hospital |
| HOSPITALITY STAFF REQUIRED | Monster UK | Southern-Southampton |
| WAREHOUSE STAFF REQUIRED | Monster UK | Southern-Southampton |
| Cleaner | Shield Service Group | Southern-Eastleigh |
| Engineering Administrator | Reed.co.uk | Southern-Southampton |



www.gov.uk/jobsearch

Part-Time Jobs

| Vacancy | Company | Location | Wage |
|--|----------------------------------|------------------|--------------------------|
|  Part time Barista Part-time Connecting with each other, with our customers and the communities we are a part of fosters a deep sense of purpose at Starbucks...  | Starbucks | Southampton | Not specified |
| Catering Assistant - McDonald's (Part Time) We are passionate about operating the best brands, working with the best people and offering our customers the best service... | McDonald's | Southampton SO16 | £7.20 an hour |
| Restaurant Waiter/Waitress Part-time We are looking for individuals who are passionate about helping Premier Inn become the most loved hotel brand in the world, and help make our guest feel... | Premier Inn Southampton WestQuay | Southampton | Not specified |
| Shopfloor assistant Part-time Homebase Hedge End are currently recruiting for a part time shopfloor colleague to focus on standards of presentation and give fantastic service to our customers... | Homebase | Hedge End | Not specified |
| Customer Relations Co-worker (20 hours) Part-time This is achieved by working in partnership with our customers and other functions to secure an easy buying process from home to home, to understand and match... | Ikea | Southampton | Not specified |
| Assistant Project Worker Part-time You will assist the Project Workers with providing day to day support to the clients, assist with the delivery of activities and the Lifeskills Programme in the... | The Society of St James | Southampton | £14,581 a year |
| Administrator / Data Entry - (Contracts and Learner Data) Part-time, Contract Eastleigh College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this... | Eastleigh College | Eastleigh | £17,145 - £18,192 a year |

[Part Time Jobs from Indeed.co.uk](#)

Check out part time jobs on other sites by changing the search filters to part time

Other Job Vacancies

[Administrator / Receptionist](#)



Care UK Healthcare - Southampton SO14

To answer patient telephone and reception queries promptly and accurately record, action and pass on messages efficiently....

[Stage Door Keeper](#)



Mayflower Theatre - Southampton SO15

£8.11 an hour - Contract

Driver licence preferred. The role of the Stage Door Keeper is a key role in the smooth running of the theatre • To be the first point of contact and the point...

[barrista ,front house](#)



Momento - Southampton

£8 an hour

We pride ourselves on our friendly, informal service and delicious food and drinks. Momento, is recruiting for a Barista to join our dedicated front of house...

[ADMIN ASSISTANT](#)



The Student Housing Company - Southampton

Although your responsibilities will be varied, this job is essentially admin based – so that will mean basic typing, scanning, photocopying and updating...

[Bar Staff/Waitress](#)



White Swan- Southampton

Opportunities have arisen for waiting and bar staff to join the team at the White Swan, Southampton at this very exciting time....

[Store Colleague](#)



McColl's Retail Group - Southampton

£7.20 an hour

As a Store Colleague, you will be responsible for the delivery of the first class level of customer service that our customers have come to expect....

[Part- Time and Full-time Bookings Co-ordinator and Promotion...](#)



Memento Studios - Southampton SO14

£7 an hour - Full-time, Part-time

We have a fantastic reputation for high customer service, we use only warm leads and never cold call. Your Job role will also include reception...

[Store Interior Design Co-worker](#)



IKEA - Southampton

As a part of the Store Interior Design team you use your deep knowledge of people's life at home and your high level of home furnishing competence to show many...

[Office Apprentice needed in Hedge End](#)



All Care - Hedge End

£7,800 a year

Answering the telephone and directing calls to the correct person. If you have an excellent telephone manner, you are computer literate and are looking for a...

[Primary Stars Officer x 2](#)



Saints Foundation - Southampton

£21,433 a year - Full-time, Contract

These two Primary Stars Officer roles will implement detailed plans for mentoring, coaching and advising Primary School teachers on the delivery of school...

Here's a snapshot of the vacancies currently available on this website. Vacancies are removed from this site without notice so please check the website below:

www.indeed.co.uk

Job Profile

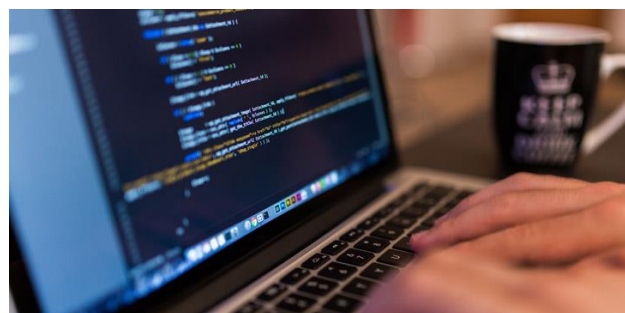
Web Developer

Web developers design, build and maintain websites and web applications to meet their client's needs. Jobs can range from creating a staff intranet for an organisation to building a payment system for an online retailer. If you want a varied job, can find creative ways to solve problems and have good programming skills, this could be the career for you. You'll also need to be a good team worker, with the ability to meet deadlines. Most web developers have qualifications and experience in IT. You can join a graduate training scheme after university or start as a junior developer with a company and work your way up.



Entry Requirements:

You would normally need a foundation degree, HND or degree in an IT-related subject. Relevant subjects include: web development or web design multimedia design digital media development web content management business information systems computer programming



Work Activities

Web developers design, build and maintain websites and website applications in line with their clients' needs. As a web developer you could work for a variety of businesses and public sector organisations. Examples of the projects you might work on include:

- creating a secure online shopping website
- developing a virtual learning environment (VLE) for a college
- setting up a company intranet for staff

Once you have built the site, you may continue to make minor changes to make sure the site is working properly and meets all the client's requirements. Depending on the contract, you may continue to maintain the site once it is up and running.

STARTING SALARY



£20,000 +
per year

HOURS



37-40 hours
per week

Information from National Careers Service

[For more information click here](#)



University of Southampton

| Reference | Title | Division | Closing Date |
|----------------------------|---|---|--------------|
| 760016BN | OTTER Administrator Role | Centre for Innovation & Leadership in Health Sciences | 02/08/2016 |
| 744816TB | Standby Telephonists | Temp bank | 29/07/2016 |
| 755516KX-R | Library Service Assistant | Library | 09/08/2016 |



UNIVERSITY OF
Southampton

www.jobs.soton.ac.uk

Southampton Solent University

| Job Title | Category | Salary |
|--|----------|--------------------------------------|
| Administrative Assistant (Risk Management) | Support | £19,828 - £22,912 pro rata per annum |
| Facilities Assistant (Day) | Support | £17,210 - £19,828 per annum |



<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

Pizza Hut

www.careersatpizzahut.co.uk

Domino's Pizza

www.dominos.co.uk

Burger King

www.bkcareers.co.uk/crew.aspx

Subway

www.subway.co.uk/business/careers/default.aspx

9 stores in Southampton

KFC

www.kfc.co.uk/join-us

Harry Ramsdens

www.harryramsdens.co.uk/about-harrys/work-with-us/

Pret a Manger

www.pret.com/jobs/

Nandos

www.nandos.co.uk/careers

Anyone for coffee?

Costa

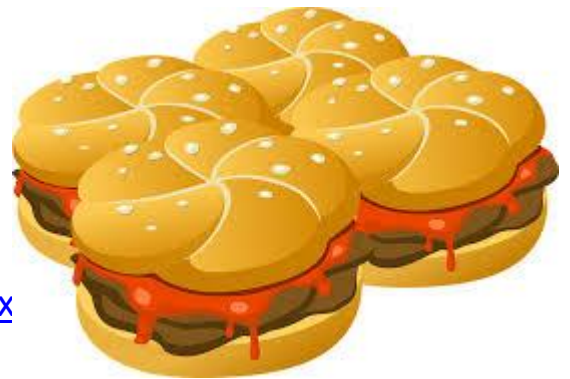
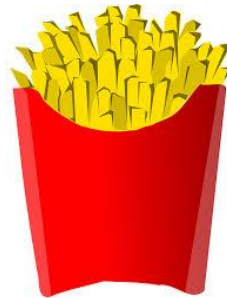
www.costa.co.uk/about-us/our-people/careers/

Starbucks

www.starbucks.co.uk/careers

Café Nero

www.caffenero.co.uk/people/ourpeople.aspx



West Quay Vacancies



Part-time Staff

Retail Assistant Part
Time - Casual

PRAVINS

Luxury Sales
Consultant



Team Members



Team Members

WestQuay Watermark

[Check out the live web-
cam at WestQuay](#)

Hammerson Plc, the developer and owner-manager of WestQuay Watermark is committed to training and employing local people. We are pleased to be providing these opportunities in partnership with Southampton City Council, Department of Work and Pensions, Quickstart employment support services (Brockenhurst College), City College and People 1st. It's a one stop shop for your first or next fantastic job.

As part of our commitment, we're providing advice and free training (subject to criteria) covering management, food hygiene, customer service and key skills to secure a job between now and opening in late December 2016. Over the summer, we will also run a roadshow, so you can find out more about the opportunities available.

If you're unemployed, please follow this link <https://www.brock.ac.uk/employers/quickstart-employment-services/westquay-watermark/>



Click here to see West Quay Watermark Job Vacancies

www.west-quay.co.uk/jobs

The Marlands Vacancies

www.marlandsshoppingcentre.co.uk



SAVERS SALES ASSISTANT

8th June 2016
Sales assistant required
[Read More...](#)



GLAMOUR FOREVER

16th June 2016
Full and Part time staff required

[Read More...](#)

Sales Advisors

6th June 2016
Part time sales advisor
positions available
[Read More...](#)

PEACOCKS

Sales Advisors

3rd June 2016
Part Time positions
[Read More...](#)

BLUE ♦ INC

STAKKS – Full Time Cook

Full time cook position available:

This will include weekends

Required to join a brand new, busy and thriving Pancake House

Experience is essential for this busy kitchen

Must be hardworking, reliable, and enthusiastic

Pay is negotiable dependent on experience

To apply please email your CV to contact.stakks@gmail.com or take in person to the Manager Anna Copper



www.intomarlands.co.uk/job_opportunities

NHS Vacancies

Receptionist(s)

Surgery
Solent NHS Trust, Southampton

We are looking for an enthusiastic, reliable receptionists to join our busy and friendly team at the Nicholstown GP Surgery based in the Royal South Hants Hospital, and our Portswood GP Surgery, Southampton. The surgeries are currently open Monday - Friday 8.00 a.m. until 6.30 p.m. (8.00 p.m. on ...

Salary: £15,516 - £17,978
Job Type: Permanent
Closing Date: 02/08/2016
Staff Group: Administrative & Clerical
Job Ref: 449-APC133

Apprentice Patient Contact Advisor

Administration
Solent NHS Trust, Royal South Hants

An opportunity has arisen for an apprentice patient contact advisor within the Single Point of Access based at the Royal South Hants Hospital. We are looking for enthusiastic applicants who are keen to start an exciting new career in the NHS as a patient contact advisor. You will be working...

Salary: £3.54
Job Type: Apprenticeship
Closing Date: 01/08/2016
Staff Group: Administrative & Clerical
Job Ref: 449-CP347



Workforce Administrator

Administration
Southern Health NHS Foundation Trust, East, West, North and Southampton

Workforce Administrator Job Title: Workforce Administrator Salary band: Band 4 £19,217 - £22,458 per annum Hours: Full-time 37.5 hours per week There are 4 roles Location: Parklands Hospital; Basingstoke Elmleigh; Havant...

Salary: £19,217 to £22,458 pa, Based on Full Time Hours
Job Type: Permanent
Closing Date: 05/08/2016
Staff Group: Administrative & Clerical
Job Ref: 348-0716-MH618



www.jobs.nhs.uk

NHS Vacancies



Team Administrator

**Corporate
NHS Professionals - Corporate Staff,
NHS Professionals Office, Antelope
House, Brintons Terrace, Southampton,
SO14 0YG**

NHS Professionals is owned by the Department of Health and is the leading provider of managed flexible workforce services to the NHS. Simply, we provide more than 60,000 healthcare professionals including; nurses, doctors, midwives, allied health professionals and administrative staff to work...

Salary: £17,325 - £19,855 per annum
Job Type: Permanent
Closing Date: 07/08/2016
Staff Group: Administrative & Clerical
Job Ref: 922-326-16



Administrative Apprentice

**Administration
Solent NHS Trust, Southampton East,
Central and West Teams**

We are looking for 3 Apprentice Administrators for each locality of our multi-disciplinary Community Independence Teams within East, Central and West as well as supporting the wider Community Nursing Teams in Southampton. The post holders will be required to work full-time hours Monday to Friday...

Salary: £132.75 per week
Job Type: Apprenticeship
Closing Date: 01/08/2016
Staff Group: Administrative & Clerical
Job Ref: 449-AS0298



Administrative Assistant

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



An exciting opportunity has arisen within Cancer Care for motivated as and when admin assistants to support the secretarial and clinical teams. The post holder will provide a comprehensive administration service as part of a team. Flexibility is essential, this is a very busy role and we are...

Salary: £15,251 - £17,978 pa pro
Job Type: Permanent
Closing Date: 04/08/2016
Staff Group: Administrative & Clerical
Job Ref: 188-DIVA587



and lots more www.jobs.nhs.uk

City / County Councils

| Vacancy Title | Council | Location | Salary |
|---|--------------------------|---|--|
|  | | | |
| Administrative Assistant HCC2190654 | Hampshire County Council | Eastleigh | £15,315 - £15,774 pro-rata, per annum (actual salary £10,348 - £10,658 per annum) |
| Apprentice HGV Technician HCC2184744  | Hampshire County Council | Petersfield, Totton | Starting salary from £14,515 per annum |
| Casual Catering Assistants (Hampshire County Council Country Parks - KB) | Hampshire County Council | Calshot, Fareham, Havant, Southampton, Horndean, Near Fareham | £7.52 per hour plus rolled-up holiday allowance (enhancements are paid for weekend and bank holiday working) |
| Kitchen Assistant HCC2143054 | Hampshire County Council | Southampton | £14,515 - £14,804 pro-rata per annum (actual salary £8,630 - £8,802 per annum) |



www.newjob.org.uk

Supermarkets

www.tesco-careers.com/jobsearch.cfm

sainsburys.jobs/apply-choice

www.jlpjobs.com/jobs/waitrose-jobs.htm

www.asda.jobs

www.co-operative.jobs

www.morrisons.co.uk/corporate/work-with-morrisons

www.aldirecruitment.co.uk

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

www.southamptonvs.org.uk

www.do-it.org.uk

This fortnight's featured opportunity:

Volunteering with Age UK

Age UK Southampton urgently need more volunteers in the following areas:

- To visit lonely, isolated people in their homes or be a 'telephone friend'
- To provide information, advice and welfare benefit support
- To provide strategic governance as a trustee
- To help their Service Navigator assess needs and arrange support for older people
- To support health activities like their exercise classes or become a lunch club/kitchen skills volunteer
- To support people to learn basic IT skills at their Monday drop-in at Challis Court
- To help with community fundraising
- To help with office administration and reception

They are also looking for one accounts volunteer (perhaps someone retired with a lot of accounts experience or someone with an accounting degree looking for experience).


For more information visit the [Age UK website](http://www.ageuk.org.uk).



* Something valuable to add to your CV * Improve future employment prospects *
* Help your local community *

Volunteering Opportunities

Click on the link to find more about the volunteering opportunity that suits you

| Title | Organisation | Location |
|--|---|----------------|
| <u>Hythe/ Dibden Purlieu Music Group Support Volunteer</u> | Alzheimer's Society | Dibden Purlieu |
| <u>Trainee Retail Assistant</u> | The Wayne Howard Trust | Southampton |
| <u>Bursledon Windmill Volunteers</u>  | Bursledon Windmill/Hampshire Cultural Trust | Bursledon |
| <u>Receptionist/Administration Volunteer</u> | Age UK Southampton | Southampton |
| <u>Lunch Club / Kitchen Skills Volunteer</u> | Age UK Southampton | Southampton |
| <u>Computer Skills Volunteer</u> | Age UK Southampton | Southampton |
| <u>Volunteer Usher (Southampton)</u> | The Nuffield Theatre | Southampton |
| <u>Volunteer Depot Assistants</u> | FareShare Southern SCRATCH | Southampton |
| <u>Oxfam Books, Music & Homeware in Eastleigh</u> | Oxfam | Eastleigh |
| <u>Reception/Admin Volunteer</u> | Southampton Sight | Southampton |
| <u>Office Volunteer</u> | Prince's Trust | Southampton |
| <u>Events Volunteer</u> | Blue Cross rehoming centre | Southampton |
| <u>Community Café Assistant</u> | The Cherry Tree Café | Chandlers Ford |
| <u>Shop Volunteer (Southampton)</u> | British Red Cross | Southampton |

This is just a selection of what's available – see the full list of opportunities at <https://do-it.org/>



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>

www.apprenticeships.gov.uk



Admin
Business
Customer Service

Sales
and
Telesales



Boom Training currently has

30 apprenticeship vacancies
in Southampton

See them here:

<http://boomtrainingltd.co.uk/category/location/southampton/?submit=Go>

E-mail: hello@boomtrainingltd.co.uk

Phone: 023 8068 2060

APPLY
NOW!

Live Apprenticeships – Apply now



Customer Services Apprentice

Location: Winchester (Winnall)

Closing Date: 07/08/2016

Employer Name: Box-IT UK Ltd

Wage: £251.25 per week

Ref: BOXIT220616

Apprentice Network and Systems Administrator

Location: Fareham

Closing Date: 31/07/2016

Employer Name: Turbocam International

Wage: £269.23 per week

Ref: TURBO150616

Web: www.peta.co.uk/choices

Like our Facebook page

Tel: 023 9253 8724

Follow us on Twitter

www.peta.co.uk/73/schoolcollege-leavers

NATIONAL APPRENTICESHIPS SERVICE

VACANCIES AVAILABLE IN SOUTHAMPTON:

The following is just a selection of the Apprenticeships available in Southampton. There are currently over 180 Apprenticeship Vacancies in Southampton so if you can't find something you're looking for in this selection, please click here: [Apprenticeships in Southampton](#)



| Apprenticeship Advert | Where | Information | Closing Date |
|---|----------------------|--|--------------------------------|
| Warehouse Apprentice | Vanguard Fixings Ltd | The role involves packaging of goods for putting into stock, picking of goods for order despatch, receiving goods in to our warehouse and working to production despatch deadlines | 29 th August 2016 |
| Care Worker Apprenticeship | St Margarets | The successful candidate will be completing an NVQ Level 2 in Health and Social Care while working within a Care Home based in Southampton. | 8 th August 2016 |
| Apprentice Office Assistant role | Trethowans Llp | Do you have a keen interest in working within a Legal Services Firm? Are you looking to kick start your career with an apprenticeship in a job you would hate to leave? | 5 th September 2016 |
| Childcare Apprenticeship | Witherswood Ltd | This is an exciting opportunity for a Childcare Apprentice to work with children aged 0-5 years of age, in an apprenticeship role! | 20 th August 2016 |
| Web, Content and Digital Marketing Apprentice | Toolkit Websites Ltd | An exciting opportunity to work for a web design/marketing company in central Southampton. They are looking for an apprentice to carry out web design tasks and manage the content of the company website. | 12 th August 2016 |

| | | | |
|--|-----------------------------------|--|--------------------------------|
| <u>Apprentice Residential Property Consultant</u> | Robertsons Property Solutions Ltd | A good opportunity for an apprentice property negotiator position in the property sector and to be trained to work in a property sales environment. You will book property viewings and market valuations learning to negotiate on sales. | 5 th September 2016 |
| <u>Apprentice Accounts Assistant</u> | Khan Morris Accountants Ltd | You will be working in a busy professional accountancy practice, where daily duties will be: Assisting client managers with accounts prep. Assisting client managers with management accounts. Assisting client managers with bookkeeping and VAT returns. | 6 th August 2016 |
| <u>Operations & Programme Assistant Apprentice</u> | Artsworld | To provide Artsworld with administrative, office (operations and finance) and events support. The role will report to the Operations Manager and work with colleagues across the organisation. | 30 th August 2016 |
| <u>Business Administration and Customer Service Apprentice</u> | Mozzo Coffee Ltd | A Great opportunity has arisen for a bright, driven and enthusiastic individual to work with a bespoke and organically grown fine and quality coffee products. | 8 th August 2016 |
| <u>IT Support Apprentice</u> | Tauntons College | Tauntons College (Added 14 Jul 2016 - 1 position available) A fantastic opportunity to work for a college in Southampton, the successful candidate will offer a wide range of IT support on a day to day basis. | 9 th August 2016 |
| <u>Apprentice - Administrative Assistant</u> | University of Southampton | To provide basic administrative support to the Faculty of Medicines assessment activities including some liaison with students, academic colleagues and NHS Trust personnel. | 29 th August 2016 |



Apprenticeships available NOW!

Title: Apprentice Resource & Customer Service Assistant

Employer: ITS

Location: Southampton

Wage: £168.75 per week

Closing date: 20/08/2016

Short description: This vacancy offers the opportunity to gain resourcing and customer services skills, working with a recruitment company in Central Southampton. This is a fantastic outgoing, friendly team where their growth has create this fantastic opportunity.

Webpage link: <https://www.findapprenticeship.service.gov.uk/apprenticeship/712582>



Title: Administrative Apprentice

Employer: DPP

Location: Totton

Wage: £132.00 per week

Closing Date: 07/08/2016

Short description of vacancy:

Working directly within the operations department, the role will be working for a busy help desk and administration team within an established mechanical and electrical maintenance service company.

Webpage link: <https://www.findapprenticeship.service.gov.uk/apprenticeship/733208>

Title: Playworker

Employer: Creative Kidz

Location:

- Bursledon Infant School, Long Lane, Bursledon, Southampton. SO31 8BZ.
- Hamble Primary school, Hamble Lane, Hamble, Southampton. Hampshire. SO31 4ND.
- Netley Abbey Infant or Junior School, Westwood Rd, Netley Abbey, Southampton, SO31 5EL.
- Bishops Waltham Infant School, Oak Rd, Bishops Waltham, Southampton, SO32 1EP
- St Johns the Baptist Primary School, Solomons Lane, Waltham Chase, Hampshire, SO32 2LY.
- Swanmore Primary School, Church rd, Swanmore, Hampshire, SO32 2PA.

Wage: £ 70.125 per week

Closing date: 20/08/2016

Short description:

To Support the work of the manager/ supervisor and deputy. To develop and support the children in their own play. To abide by the policies and terms and conditions of the club. To help with the day to day set up, providing safe, creative appropriate play opportunities, preparing activities etc.

Webpage link:

Bursledon - <https://www.findapprenticeship.service.gov.uk/apprenticeship/645733>

Netley Abbey - <https://www.findapprenticeship.service.gov.uk/apprenticeship/654690>

Title: Apprentice Nursery Practitioner

Employer: Happy Days

Location: Totton

Wage: £ 122.10 per week

Closing date: 20/08/2016

Short description: To ensure at all times the physical and emotional security of the children, bringing to the attention of the nursery management anything which gives cause for concern including a child's failure to thrive.

Webpage link: <https://www.findapprenticeship.service.gov.uk/apprenticeship/645806>

Title: Childcare Apprentice

Employer: Witherswood

Location: Southampton

Wage: £ 118.80 per week

Closing date: 20/08/2016

Short description:

Daily tasks will include:

- Providing for the everyday needs of the children and planning activities for them to engage in.
- Helping to carry out the sessions and activities.
- Recording important information about individual children.
- Ensuring that all necessary risk assessments are completed and help.
- Ensuring all safeguarding measures are put in place.

Webpage link: <https://www.findapprenticeship.service.gov.uk/apprenticeship/648081>

Title: Childcare Apprentice

Employer: Kingsmead

Location: Eastleigh

Wage: £115.50 per week

Closing date: 20/08/2016

Short description:

We are looking for an apprentice to join our team who is doing a level 2 or level 3 childcare qualifications.

Webpage link: <https://www.findapprenticeship.service.gov.uk/apprenticeship/675896>

Title: Play worker Apprentice

Employer: Rebecca's After School Club

Location: Chandlers Ford

Wage: £ 167.50 per week

Closing date: 20/08/2016

Short description: We offer breakfast club, after school club and holiday club to local schools. We are currently looking for an apprentice who will undertake a level two CYPW or Level three EYE qualification.

Webpage link: <https://www.findapprenticeship.service.gov.uk/apprentic>

<https://www.findapprenticeship.service.gov.uk/apprenticeship/654739>

<https://www.findapprenticeship.service.gov.uk/apprenticeship/654739>



**For more information
and to apply, please
contact:**

Emily Buckell
Business
Development
Administrator
FNTC Training &
Consultancy



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.



Traineeships



www.gov.uk/find-traineeship

Find a Traineeship in Southampton

TRAINEESHIPS AVAILABLE IN SOUTHAMPTON:


The following is just a selection of the Traineeships available in Southampton. There are currently over 60 Traineeship Vacancies in Southampton so if you can't find something you're looking for in this selection, please click here: [Traineeships in Southampton](#)

| Traineeship Advert | Where | Information | Closing Date |
|--|--|---|------------------------------|
| TRAINEESHIP in Retail (Clothing, Books and Music Shops) (Southampton) | British Heart Foundation Sales Limited | This Traineeship opportunity is an unpaid Work Experience placement as part of an entry to work course with one of UK's largest and most successful charity retailer's. This opportunity offers a very stringent & supportive training programme not to be missed | 31 st August 2016 |
| TRAINEESHIP in Accountancy Level 1 AAT | Kaplan Financial | A fantastic opportunity to gain a place on Kaplan's Financial Traineeship, gaining employability skills and an AAT Level 1 qualification. | 8 th August 2016 |
| TRAINEESHIP in Warehousing (Furniture & Electrical stores) (Southampton) | British Heart Foundation Sales Limited | This Traineeship opportunity is an unpaid Work Experience placement as part of an entry to work course with one of UK's largest and most successful charity retailer's. This opportunity offers a very stringent & supportive training programme not to be missed | 31 st August 2016 |

TRAINEESHIPS AVAILABLE IN SOUTHAMPTON



INFORMATION

Find your
career 



Access Southampton
THE **VIP** PASS TO YOUR FUTURE



Find your
career



... is designed to help you find a good career by providing the most current **local data** on wages, employment, job postings, and associated education and training.

LOOK

EXPLORE

APPLY

1.

Answer 6 brief questions and see which careers you are matched to

Explore information about that career -
Average wages – how many people are
employed in this area etc.

2.

3.

Check out current salaries –
is the career on the increase or decline?

Finally, look at the list of **LIVE, CURRENT**
vacancies and **APPLY**

4.

www.access-southampton.co.uk

Got a career idea?
Check it out **HERE!**

Find your
career



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

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

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

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

Care to Learn

The Care to Learn scheme can help with [childcare costs](#) while you study.

www.gov.uk/care-to-learn



TEEM WORK

COME AND SEE US

Monday's

Bitterne Library

SO18 5EG

10am – 12pm

Weston Library

68 Weston Lane

SO19 9HH

1pm – 3pm

Tuesday's

Maybush Housing Office

Irving Road

SO16 4EG

10am-12pm

Warren Centre

Warren Crescent

SO16 6AY

1pm – 3pm

Thursday's

Central Library

(Learning Centre)

SO14 7LR

3pm-5pm

Friday's

Clear Centre St Mary's

2 James Street

SO14 1PJ

11am-1pm

More information contact Francesca on

02380917585

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

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

FOR HELP WITH:

**APPLICATION
FORMS**

JOB SEARCHING

CV HELP

**DISCLOSURE
ADVICE**

INTERVIEW PREP

GAINING SKILLS

**MOVING
TOWARDS WORK**



**SOUTHAMPTON
CITY COUNCIL**

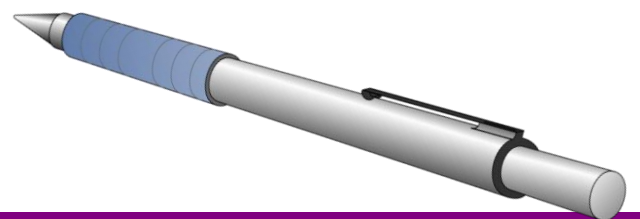
Jobs Bulletin Word Search

How many can you find?

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| P | B | L | L | Z | C | D | P | U | A | R | K | V | R | Y |
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NOTES



The next bulletin is ... Thursday 11th August 2016