SOUTHAMPTON

JOB VACANCY AND INFORMATION BULLETIN

4th January 2018

The latest jobs, training and volunteering opportunities in Southampton

This bulletin is produced fortnightly and provides a brief selection of jobs, training and volunteering available for people in Southampton.

In This Edition

- Job Vacancies with major companies in Southampton
- The latest full and part time vacancies
- Volunteering opportunities
- Job Profile
- Training and Apprenticeship Opportunities

It is advisable to view this bulletin online due to the number of hyperlinks to original websites

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Working with children
CURRENT VACANCIES

Assistant early years practitioner - Bitterne Community Pre-School (On-going) Bitterne Community Pre-school, Bitterne C Of E Primary School, Peartree Avenue, Southampton, SO19 7RB 02380 422233
Becoming a Childminder in Southampton 0800 169 8833 / 023 8083 3014 local rate
Early Years Practitioner Closing date: 22nd January 2018 Happy Bunnies Pre-school c/o St Monica Primary School, Bay Road, Sholing, SO19 8EZ 023 8044 3404
Early Years Practitioner - Tickleford Pre-school (on-going) Tickleford Pre School Ltd, Tickleford Drive, Southampton, SO19 9QP
Early Years Practitioner/Nursery Nurse (Bank Staff) (Ref 687) - YMCA Townhill Early Years (ongoing) Ymca Townhill Early Years, School Cottage, Benhams Road, Southampton, SO18 2FG 02382 145 461
Pre-School Practitioner - AliKat's Community Pre-School (Temporary Contract) Closing date: 22 January 2018 Hightown Centre, Tunstall Close, Southampton, SO19 6RD 02380 404415
Summer Themed Camp Leader - YMCA Fairthorne Group 18 March 2018 YMCA Fairthorne Manor, Fairthorne Manor, Botley Road, Curbridge, Southampton, SO30 2GH 02382 140640
Special Needs Buddy - YMCA Fairthorne Group 18 March 2018 YMCA Fairthorne Manor, Fairthorne Manor, Botley Road, Curbridge, Southampton, SO30 2GH 02382 140640
Summer Daycamp/Playscheme Worker/Leader - YMCA Fairthorne Group 18 March 2018 YMCA Fairthorne Manor, Fairthorne Manor, Botley Road, Curbridge, Southampton, SO30 2GH 02382 140640
Summer Residential Leader - YMCA Fairthorne Group 18 March 2018 YMCA Fairthorne Manor, Fairthorne Manor, Botley Road, Curbridge, Southampton, SO30 2GH 02382 140640

Don’t forget to check the Apprenticeships Section for more roles working as a Childcare or Teaching Apprentice.

KIDS Vacancies

We are currently looking for a number of Short Breaks Support Workers to support disabled children and young people to access activities within their local community in the evenings, at weekends and in the school holidays. Breaks last between two and six hours.

Car drivers are highly desirable but not essential.

Hours: Flexible hours but we would require a minimum of 3 hours commitment per week.

To apply please forward a CV and covering letter to Southeastadmin@kids.org.uk

To find out more, visit our website and watch the short breaks video for a good idea of what the role entails:

http://www.kids.org.uk/hampshire-short-break-services
https://www.youtube.com/watch?feature=player_embedded&v=FXvXPhCX17Q

Paint Pots are recruiting

Essential –a smiley face and personality with a love of small people.

Desirable -The ability to pretend to eat playdough creations realistically and some knowledge of Frozen, Minions, Spiderman, Peppa Pig and Paw Patrol. Laughter is something you can expect to engage in for a large part of your working day.

Finally, you must be prepared to feel loved, special, and important to many young children and their families. There is simply no other job quite like this one.
We have vacancies across Southampton both full and part time nursery workers –mostly for qualified but some for presently unqualified. We are Equal Opportunities Employers and particularly keen to grow our band of men!

Email covering letter and CV to jobs@paintpotsnursery.co.uk

RECRUITING NOW!

happy, nurturing care
tops day nurseries
for the hours you need

Work Experience Opportunities

Joining Tops Day Nurseries as a Work Experience student is an exciting opportunity for students to gain valuable experience and knowledge by completing a placement in one of the largest nursery chains across the south coast!

What jobs would I be doing?

- Assisting with the planning of fun day activities
- Ensuring that games the children play run smoothly and fairly
- Participating in arts and crafts
- Reading stories
- Clearing up equipment/toys in between activities, mealtimes, garden times etc.
- General caring interaction with the children

What can I get out of a childcare work experience?

- You will receive experience within the Early Years Childcare sector and develop a better understanding of the role and environment
- You can apply for full or part-time work with children ages 0-5 years
- Go on to complete a Childcare or Playwork NVQ at Levels 1, 2 and 3
- Can progress into a career within Nursery/Pre-School Management and Area management.

For more information about our work experience programmes and how this can benefit you, please feel free to contact your local Tops Day Nursery, or email:

recruitment@hadlandcaregroup.co.uk

www.topsdaynurseries.co.uk

IT ALL STARTS AT YES

NCS SOUTHAMPTON SUMMER TEAM LEADERS NEEDED!

WE NEED YOU!

We are currently looking for passionate and enthusiastic staff to lead our groups of NCS participants through their journey and who will make sure they have the best summer ever!

FOR MORE INFORMATION VISIT: WWW.NCSYES.CO.UK
TEL: 02380 770713
EMAIL: AMYSMITH@YOUTHOPTIONS.CO.UK

Jobcentre Plus Vacancies

Hundreds of vacancies are displayed on Universal Jobmatch. Here are just a small selection:

Job Title	Advertised by:	Location:
Postman/Postwoman with Driving - Bitterne Manor DO (Southampton SO18 1QN)	Royal Mail	Southern-Bitterne Manor
Healthcare Assistant - Inpatient Ward	NHS Jobs	Southern-Southampton
CLEANER 6am-8.30am 7.50p/h 12.5hrs p/w	Hayward Cleaning Services Limited	Southern-Southampton
Labourer - Southampton	Synergy Personnel Limited	Southern-Southampton
ground worker/Dumper	Skilled Labour Services	Southern-Southampton
Part Time Retail Assistant - New Store Opening in Eastleigh	Toolstation Ltd	Southern-Eastleigh
Cleaning Operative	SBFM Limited	Southern-Southampton
Technician/Fitter (West Quay)	Formula One Autocentres Ltd	Southern-Southampton
Timber Frame Assemblers / Sawyers	Southern Timber Frame	Southern-Southampton
Stocktaker	Orridge	Southern-Southampton
Administration Secretary	NHS Jobs	Southern-Southampton

www.gov.uk/jobsearch

Protective Services Officers
Southampton and Portsmouth

Stay ahead with Securitas

Whilst on duty, our officers provide protection of site, personnel and assets by carrying out a range of security duties such as monitoring CCTV, controlling access/egress of the site and carrying out highly visual and vigilant patrols

Our Protective Service Officers (PSO's) lead the industry as the only security officers who, along with being SIA licensed, are professionally trained and developed to externally recognised City and Guilds accredited standards. This provides our customers with better qualified officers, who have the knowledge and flexibility to deliver a range of protective services and add value within or across sites, according to our client's current and future needs.

PSO training is fully endorsed and supported but the Security Industry Authority (SIA) and Skills for Security, offering our officers a clear career path within the security industry.

We are looking for Officers to provide additional cover to our small team working on a prestigious contract and we have other positions available across the UK.

Interested in learning more? Then please email Charlene.emerson@securitas.uk.com or visit our website www.securitas.uk.com

- Must be working towards acquiring a valid SIA Licence.
- Must have the right to work in the UK.
- Must be over 18.
- Have a five year checkable employment history or be able to produce documentary evidence of any period of unemployment, self-employment or full and part-time education during that period.
- No current criminal convictions.
- A full UK driving licence and own transport is desirable.
- The ability to embody and uphold the Securitas core values of Integrity, Vigilance and Helpfulness.
- Excellent communication skills and a strong customer focus.
- Be able to work independently as well as part of a team.
- Be punctual and reliable.
- Be willing and able to work shifts covering days, nights and week-ends.

COME AND BE PART OF OUR HAPPY TEAM

IMPACT

PART TIME WORK IN ROMSEY – CUSTOMER SERVICES & SALES FROM £7.50 PER HOUR

Impact is a great place to work. People we employ are treated as an individual, not a number and tell us that they feel they work among friends. Impact has enjoyed 20 years of sustained growth and established a world-wide customer base of blue-chip organisations. Our people are given the best initial training and ongoing support as they develop and progress with Impact. All this in modern premises just a 5 minute walk from Romsey train station. Now we have Part Time opportunities for you to start a career in a friendly and supportive environment.

We'd love to talk to you if you can commit to

- Weekend working
- 8.5 or 10 hour shifts between the hours of 06:00 and 21:00
- Interested in night work?
  Overnight shifts are also available - ask for details
- Minimum of 20 hours per week

If you have the will, confidence and desire then we can provide you with the skills to succeed.

SCAN QR CODE TO SEE ITS ONLY A SHORT WALK FROM ROMSEY TRAIN STATION

Impact Call Centre Ltd,
Unit 7, Romsey Industrial Estate,
Greatbridge Road,
Romsey, Hampshire
SO51 0HR

Call or email now
ed.white@impactcallcentre.co.uk | 01794 527 450

Part-Time Jobs

Vacancy	Company	Location	Wage
Retail Assistant - Sales Floor We're looking for enthusiastic individuals with the right attitude to join our store as a Retail Assistant. As a Retail Assistant, there are 6 main things that...	Primark	Southampton	Not specified
Shop Floor Assistant Be aware of promotions going on in the store and make sure customers are aware too. On the shop floor you have a great opportunity to welcome customers, talk to...	ASDA	Southampton SO14	Not specified
Sales Assistant (Part-Time) We are passionate about celebrating our customers' life moments and we're dedicated to providing our customers with quality products and excellent service....	Card Factory	Southampton SO17	Not specified
Sales Assistant Greeting, serving and advising our customers on all of our products and events, both in-store and online. It's more than just being great with customers however...	Jack Wills Ltd	Southampton SO15	Not specified
POT WASH / KITCHEN PORTER Required licence or certification:. Part time pot wash KP position available for immediate start at busy garden centre....	Orangery Tea House THE GARDEN	Eastleigh SO50	£5.60 - £7.50 an hour
Sales Assistant To work under the direction of the Shop Management to Company procedures in serving and selling to customers, checking, rotating and handling stock, ensuring...	Warrens Bakery	Southampton	Not specified
Bar & Restaurant Staff You will have proven previous bar and hospitality experience and will need your own transport. Required licence or certification...	Royal Southampton Yacht Club	Southampton SO14	Not specified
Weekend General Assistant The post is subject to a satisfactory enhanced DBS check the cost of which will be borne by the company. Assist in providing a full catering service to 65...	Coombs Catering Partnership	Southampton SO15	Not specified
Customer Assistant Make our customers feel really good - it's more than just answering their questions, it's about giving our customers a really great experience....	Boots	Southampton	Not specified
Kitchen Assistant Job Summary Hard working and ready to help? Kitchen Porter is one of the most important roles that we have and we are looking for someone to fill the role...	CAU Restaurants	Southampton SO15	Not specified
Part Time Sales Assistant Enjoys getting stuck in with all aspects of retail (tills, displays, stockroom, sales etc..). Happy to help and engage with customers....	Nauticalia	Southampton SO15	Not specified
Kitchen Staff / 202 - The Standing Order, Southampton We recruit our team for their personality and as a UK top employer with an award winning training program we know we can teach anyone the skills to succeed....	JD Wetherspoon	Southampton SO14	£7.80 an hour

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

Waiting staff
The Real Greek - Southampton
Greet customers on arrival to restaurant**. Take orders promptly but without rushing the customer, ensuring any queries are dealt with*....

Retail Store Associate - Sales Assistant
Holland & Barrett - Southampton
Sure, like a sales advisor you'll serve customers, fill up the shelves and keep the whole place looking spick and span....

Store Colleague
McColl's Retail Group - Southampton
£7.50 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....

Convenience Customer Service Assistant
J Sainsbury's - Southampton SO15
Or you could find yourself on the shop floor, helping customers find what they want and explaining anything they need to know....

Catering Assistant (Royal Victoria Country Park Cafe
Hampshire County Council - Southampton
£7.78 an hour
Working in the busy fast paced Café at this local country park, you'll prepare and serve beverages, lunches and snacks to customers, together with carrying out

Delivery Cyclist - Using own bicycle
Domino's Pizza - Bitterne
You will also receive excellent on the job training, you will be trained in all aspects of the role ensuring all products are delivered safely and securely as...

Kitchen Assistant
TGI Fridays - Southampton SO15
£7.20 - £8.20 an hour
With a fun, lively working environment, flexible work patterns, 50% off your food bill for you and 3 of your friends (after 3 months), excellent pay rates and...

Customer Assistant
Tesco - Southampton SO16
Customers are always able to get the products they need. Customers leave our store feeling valued and satisfied....

Fish and chip shop fryer
TASTY PLAICE (Fish and Chip Shop) - Southampton SO19
Preparation of Chips- Cleaning- Frying- Serving- Stock taking. Candidate must be fluent in English, polite, trustworthy and responsible....

Waiting Staff
Elizabeth House Hotel - Southampton SO17
£7.50 an hour
A great opportunity to be working in a family run hotel in the centre of Southampton. Candidates will be expected to set-up for breakfast, serve breakfast to...

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

More Job Vacancies

Vacancy	Company	Location	Wage
Costa Coffee Barista	Roadchef Motorway Services	Southampton SO16	£15,900 a year
Waiter / Waitress	Fuller's	Southampton	Not specified
Bar Staff	The Bellemoor Tavern	Southampton SO15	Not specified
Bar Assistant and Waitress	Grand Harbour Hotel	Southampton SO15	£7.50 - £8.00 an hour
Experienced Waiting Staff	Scoozi Restaurant	Southampton SO14	Not specified
Chefs / Kitchen Team member - Southampton, West Quay	Handmade Burger Co	Southampton	£7.50 an hour
Barista and Waitress	Momento Brasserie	Southampton	£6.95 - £8.00 an hour
Bar and Waiting Staff	Chilworth Manor Hotel	Southampton	£5.60 - £7.50 an hour
Waiter	Turtle Bay	Southampton	£7.10 - £7.50 an hour
Team Member	Homebase Ltd	Southampton	Not specified
Ward Hostess/Hosts	Solent NHS Trust	Southampton	Not specified
Sales Associates - West Quay Southampton	Sketchers	Southampton SO15	Not specified
In Store Crew Southampton - Weston	Domino's Pizza	Southampton	Not specified
Dish Potwash	TGI Fridays	Southampton SO15	£7.20 - £7.50 an hour
Sandwich maker - Fresh Food Cafe (Part time)Friday , Saturda...	Roadchef	Southampton SO16	£7.55 an hour
Shirley Drive Thru Crew Member Full Time	McDonald's	Southampton SO15	Not specified

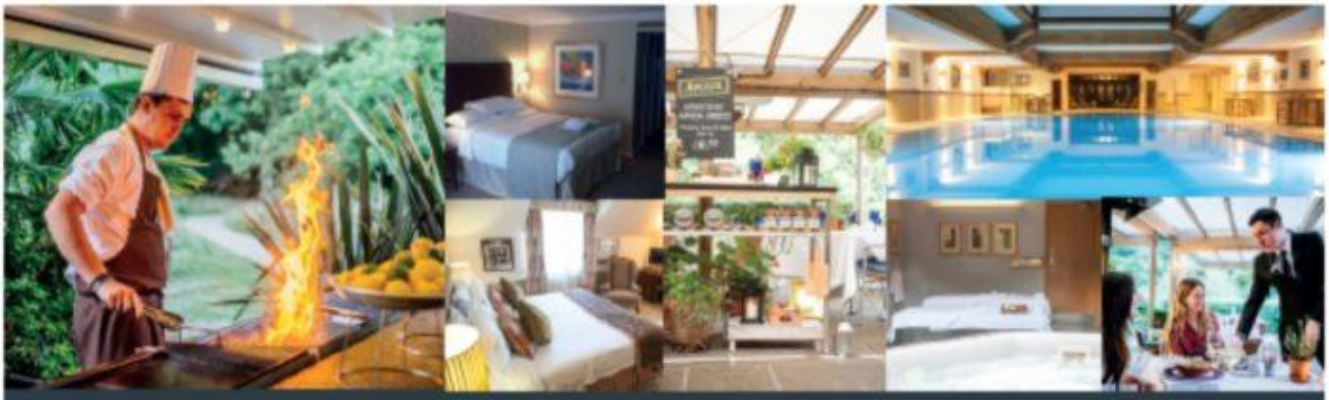
www.indeed.co.uk

Southampton Hoteliers Association Jobs

The Southampton and Region Hoteliers Association is a network of hotels in and around Southampton. Below is a selection of the current job vacancies with hotels that are members of the Hoteliers Association.
For more information about the vacancies and to apply, please click on the links below.

Front Office Assistant | Double Tree By Hilton Southampton You will be able to deliver high standards of services to all hotel guests and drive profit from the business focusing on quality. This position would suit someone who has a passion to work, is self-motivated and enjoys working with people.
Housekeeping Assistant | Double Tree By Hilton Southampton Responsible for routine and periodic cleaning, as well as reporting wear and tear you will ensure areas are presented to the standard required so that all of our guests are delighted with their rooms.
Reservationist | Grand Harbour Hotel The main function for this role is to support the smooth running of the Reservations Department, ensuring the highest standards of customer care, and ensuring all rooms are sold to achieve maximum revenue for the hotel.
Waiting Staff | Best Western Chilworth Manor Hotel The Best Western Chilworth Manor Hotel in Southampton has a number of vacancies for Waiting staff to join the team working as required across the restaurant, bar, conference and banqueting operation.
Food and Beverage Assistants | Best Western Chilworth Manor Hotel The Best Western Chilworth Manor Hotel in Southampton has a number of vacancies for Food and Beverage Assistants to join the team working as required across the restaurant, bar, conference and banqueting operation.
Reservations Agent (part time) | Best Western Chilworth Manor Hotel As a Reservations agent you will be responsible for actively converting bedroom enquiries into confirmed business, whilst providing an exceptional call experience to all potential guests.
Food & Beverage Host | Meon Valley Marriott Hotel & Country Club To have full knowledge of all food and beverage products available throughout the Food & Beverage outlets. To serve all customers in prompt rotation in a friendly and courteous manner, and be aware of their needs.
Front Desk Host | Meon Valley Marriott Hotel & Country Club To be able to operate the Switchboard and deal with message/enquiries in an efficient manner and to be knowledgeable about voicemail, DDI and data ports.
Housekeeping Team Member | Holiday Inn Southampton You will be responsible: For maintaining high standards of guest cleanliness. Ensuring all laundry is collected and cleaned. Making our guests feel welcome and appreciated.

www.southamptonhoteliersassociation.co.uk/job-vacancies



SOLENT
HOTEL & SPA
★★★★

WANT TO BE PART OF A NEW TEAM? APPLY TODAY!

We are looking for vibrant individuals with great personalities who want to join our team, full or part-time.

Start your career with us and enjoy lots of company benefits and development opportunities.

Come to one of our recruitment days being held at the Solent Hotel & Spa

Thursday 19th October 5:30pm - 8:30pm
Thursday 26th October 5:30pm - 8:30pm
Sunday 29th October 11am - 2pm
Thursday 2nd November 5:30pm - 8:30pm

For more information about the vacancies or to submit your CV
email laureldolan@solenthotel.co.uk
or call Laurel on 01489 567101

rpc catering & hospitality recruitment Vacancy

Assignment Ref:	**VAC7780 – 2017 – CA6369FC**
Job Title:	**Chef de Partie**
Location:	**SO15 1QF / Southampton / Hampshire**
Type of Employment:	**Full Time Permanent**
Sector:	**Catering and Hospitality**
Salary:	**£20,000 basic + tips + benefits**

Assignment Ref:	**VAC7860- – 2017 – CA6449FC**
Job Title:	**Junior Sous Chef**
Location:	**SO14 3PX / Southampton / Hampshire**
Type of Employment:	**Full Time Permanent**
Sector:	**Catering & Hospitality**
Salary:	**Circa £22,500 – £25,000 + tips + benefits**

To apply for either of these roles, contact details and applications including CVs should be emailed to info@therpcgroup.co.uk

Telephone enquiries should be on 023 80224654 speak to Frank

Southampton City Council Jobs

Vacancy	Closing Date
Independent Travel Trainer (term time) - AF2228982	7 Jan 2018 23:55 GMT
Public Health Practitioner - AF2228347	7 Jan 2018 23:55 GMT
Social Worker Mental Health - AF2228198	7 Jan 2018 23:55 GMT
Senior Business Intelligence Analyst - AF2226494	10 Jan 2018 23:55 GMT
Technical Analyst - AF2228721	10 Jan 2018 23:55 GMT
Assistant Team Manager (Multi Agency Safeguarding Hub) - AF2230193	15 Jan 2018 23:55 GMT
Assistant Team Manager (Children's Social Care) - AF2229435	15 Jan 2018 23:55 GMT
Rehabilitation Officer for the Visually Impaired - AF2227914	15 Jan 2018 23:55 GMT
Cleaner - AF2208491	15 Jan 2018 23:55 GMT
Business Support Officers	16 Jan 2018 23:55 GMT
Single Point of Contact Officer	16 Jan 2018 23:55 GMT
Care Assistants - AF2205427	16 Jan 2018 23:55 GMT
Meeting Support Officer - AF2230662	17 Jan 2018 23:55 GMT
Meeting Support Officer - AF2225287	17 Jan 2018 23:55 GMT
Finance Business Partner - AF2230120	24 Jan 2018 23:55 GMT
Finance Analysts (2 posts) - AF2206132	24 Jan 2018 23:55 GMT
Project Accountant (2 posts)	24 Jan 2018 23:55 GMT
Social Workers, Children and Families	31 Mar 2018 23:55 BST

SOUTHAMPTON CITY COUNCIL

Southampton City Council Jobs

Supported internships for young people with education, health and care plans at City College Southampton

What is a Supported Internship?

The supported internship enables young people to combine a work placement with a work skills programme at college along with working on Maths and English skills.

Our personalised supported internship is aimed at young people aged 16 to 24 who have a or an EHC plan and who want to move into employment and need extra support to do so.

It is not so much a college course as an employment programme designed to get the intern into work. This internship programme will give young people the skills they need for work, through learning in the workplace.The programme is designed to assist disabled young people to achieve sustainable paid employment by giving them the skills they need for employment through learning in the workplace.

What will I be doing as part of an Internship?

- Developing skills valued by employers
- Improving work skills through a work placement
- Developing confidence at work
- Building up experience for a CV
- Completing a range of work ready qualifications
- Getting personalised support from a Tutor and work coach while you learn
- Improving English and maths skills

Who can do a supported internship?

Anyone aged 16-24 with an Education, Health and Care plan can do a supported internship.

Will I get paid?

Supported internships are unpaid, but equip you with the skills that employers need in order for you to move on to paid employment.

How do I find out more?

Contact the admissions team at City College Southampton on:

Tel: 023 8048 4848
Email: enquiries@southampton-city.ac.uk

MacIntyre

Providing support...your way

HIRING NOW!

Are you looking to support people in your local community and be paid ?

Support Workers

(Full and part time vacancies available)

for **MacIntyre** charity

in the Hampshire area

For more details and application forms:
Tel: 02381 789 672
Email: jobs.hants@macintyrecharity.org
Website: www.macintyrecharity.org and search for 'Hampshire' under the Jobs section

www.macintyrecharity.org/jobs
jobs@macintyrecharity.org | 01908 357016

Registered Charity No 250840
MacIntyre is an Investors in People organisation

Job Profile

Electrical Engineer

Electrical engineers design, build and maintain electrical systems, machinery and equipment.

Entry Requirements:

You'll usually need to complete a foundation degree, HND or degree.

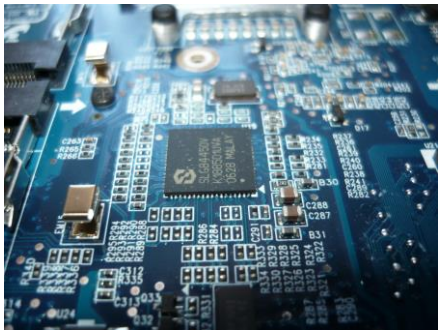
Courses include:

- electrical or electronics engineering
- building services engineering
- mechanical engineering
- applied physics
- aeronautical engineering
- mechatronics

You may be able to join a company's graduate trainee scheme with a degree in a relevant subject.

You'll need colour-normal vision.

Electrical Careers has information on careers in electrical engineering.



Skills Required

- excellent maths, science and IT skills
- the ability to make and understand technical diagrams
- analytical skills
- the ability to explain design ideas clearly
- decision-making skills

Working hours, patterns and environment

You'll usually work around 40 hours a week. You may have to work occasional overtime to meet deadlines.

You could be based in an office, factory, production plant, workshop, power station or research facility.

You may need your own transport to get from site to site.

Career path and progression

You could work in different industries, from power and renewable energy to transport, construction and manufacturing.

You can improve your career prospects with incorporated or chartered engineer status. Chartered status can help you move into electrical design and project management roles, specialise in a particular field, or work as an engineering consultant.

AVERAGE SALARY

£

£21,000-£45,000 per year

HOURS

35 – 40 hours per week

All information from National Careers Service

For more information click here

Arlington Fleet Group Ltd

About us:

Arlington Fleet Services is based at Eastleigh Works in Hampshire on a 46 acre site which includes 14 acres of workshops.

We were formed in 2004 by a group of experienced railway engineering professionals.

Job Description:

We are looking to recruit qualified mechanics with auto electrical experience to work in our workshop based in Eastleigh, Hampshire. You will be part of a great team with competitive rates of pay and an opportunity to boost your earnings with overtime.

What you will do:

- General labouring, mechanical and heavy fitting work
- Provide maintenance/mechanical support
- Carry out preventative maintenance to ensure reliability of equipment
- Ability to undertake mechanical installation work safely and in accordance with industry best practice, client specifications and Industry Safety Regulations
- Any other comparable duties as and when requested
- Must be able to apply a working knowledge of mechanical equipment
- Must possess particular practical, productive and mechanical engineering skills

What you will need:

- Relevant mechanical qualifications
- Proven work experience as a mechanic / auto electrician
- Excellent knowledge of machinery and hydraulic, electrical and other systems and their components
- Aptitude in using various hand tools (screwdrivers, hammers etc.) and precision measurement tools (e.g. calipers)
- Ability to follow established procedures and practices and read instruction, blueprints etc.
- A strong commitment to all health and safety guidelines
- Very good communication skills
- A problem-solving ability

How we will reward you:

- £19,000.00 - £24,000.00 (Depending on Experience)
- Monday-Friday (40 hours per week)
- Pension Scheme
- 33 days holiday (including Bank Holidays)

How to apply:

Please send a copy of your CV to michael.holloway@arlington-fleet.co.uk

RGIS Inventory Specialists Limited

Auditor / Stock taker

Under 25 - £7.35 per hour

Over 25 - £7.50 per hour

Bournemouth – Southampton – Portsmouth – Worthing – Brighton - Eastbourne - Hastings

RGIS is a global organisation and the market leader in inventory solutions. We provide inventory and stock taking services to a wide range of retail customers. We deal with some of the largest names on the high street and we are looking to recruit **motivated, positive people who enjoy physical work and can commit to flexible work patterns.**

We are looking to recruit **Auditors** in the **South Coast** area to work across the region serving our customers in their stores. The role involves counting stock with our handheld systems to provide data to our customers on a **casual contract with various shifts including early, late and night shifts.** Due to the needs of our business, we need candidates who are available to **work weekends** and **at least two shifts a week between Monday – Thursday.** Previous experience in a similar role would be advantageous however full training will be given on our processes and the use of equipment.

Access to personal transport and a full, clean driving licence are advantageous as we may require employees to drive themselves and colleagues to a customer location. Additional pay and travel costs will be provided in such instances.

Person Specification

- Positive, enthusiastic attitude towards work and a desire to provide excellent customer service
- The ability to work weekends and at least two shifts per week from Monday - Thursday
- A flexible approach to the work environment including the ability to engage with colleagues, Team Leaders and employees of RGIS clients
- The ability to work swiftly and accurately with the determination to exceed required productivity targets
- The ability and enjoyment of physical work

What we have to offer

- Up to £7.50 per hour with additional pay for drivers
- Paid holiday leave
- Opportunity to join the contributory pension scheme
- Further training and development opportunities within the Auditor role or up to Team Leader level

Further development opportunities are available in advanced counting techniques and progression to supervisory roles could be available in the future for the most capable people.

TO APPLY

If interested, please send a copy of your current CV to rts.d772@rgis.com

Thanks for your interest in RGIS and we wish you luck with your application.

University of Southampton

Reference	Title	Division	Closing Date
931517TD-R	Landscape Operative	Estates & Facilities	26/01/2018
953017TD	General Assistant	Estates & Facilities	18/01/2018
951717EW	Sports Grounds Assistant	Student Services	16/01/2018
943717TB	Landscape Maintenance Operative / Gardener	Temp Bank	15/01/2018

UNIVERSITY OF Southampton

www.jobs.soton.ac.uk

Southampton Solent University

Job Title	Category	Salary
Recruitment Events Officer	Support	£27,285 - £31,604 per annum pro rata

Southampton SOLENT University

recruitment.solent.ac.uk

School transport escorts required – could you help?

Southampton City Council are currently recruiting for new school transport escorts. Can you help us provide this important service to children?

This role is within term time only and involves the pick-up and drop-off at home of school children. No transport is required.

The role is a casual contract, so you only work when it suits you. The starting rate for this role is £8.25 per hour. No previous experience is necessary and training is provided.

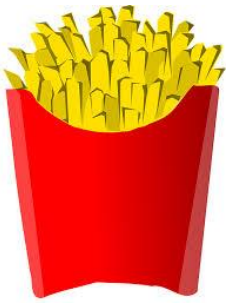
If you are interested in joining the council's team of relief/casual escorts or would like to find out more about the job then please call us on 023 8083 4856.

Fast Food

Check out these websites for vacancies:

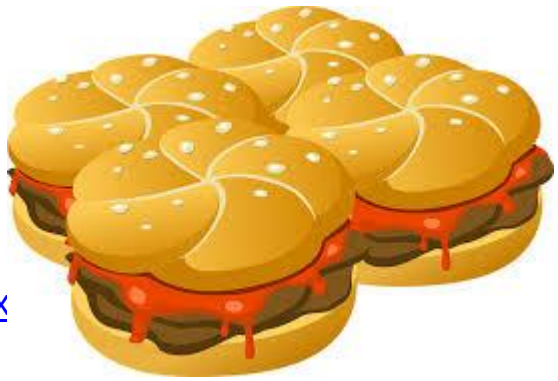
McDonalds
www.mcdonalds.co.uk/ukhome/People/Join-the-team.html

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

Westquay Vacancies

WESTQUAY SOUTHAMPTON

Westquay has a range of full time, part time and seasonal vacancies

Vacancies	
71 QUEENS Full and part time roles	Boux AVENUE Sales Assistant Various part-time roles.
Smiggle Assistant Manager	Ann Summers Team leader

Westquay Works

If you're currently seeking work follow the link below for help in gaining the skills and qualifications to enhance your CV and prepare you for that important interview.
www.brock.ac.uk/employers/quickstart-employment-services/westquay-watermark/

www.west-quay.co.uk/jobs

The Marlands Vacancies

www.marlandsshoppingcentre.co.uk

Welcome to the marlands

Cleaners 32 hours per week
Working for AEJ
Read More...

AEJ Facilities Management By Design

GLAMOUR FOREVER
Full and Part time staff required
Read More...

Working Cleaning Supervisor
Required 40hrs per week
Working for AEJ
Read More...

AEJ Facilities Management By Design

www.marlandsshoppingcentre.co.uk/Jobs

RECRUITING
YOUTH FORUM CHAMPIONS!

Help make Southampton a place where young people want to be!

As a Youth Forum Champion, you will get the opportunity to...

- Be a 'Young Advocate' and represent young people in Southampton
- Organise and run campaigns and events on young people's issues
- Work with politicians to tell them what young people in Southampton need
- Make sure young people are listened to and taken seriously
- Experience new things, make new friends and have fun
- Build your CV with fantastic experience!

> If you want to get involved or would like more info, then we want to hear from you!

Email us: youthforum@southampton.gov.uk

Search for 'Youth Forum Southampton'

Call us: 023 8083 2104

Tweet us: @YouthForumSoton

youthforum SOUTHAMPTON

NHS Vacancies

Administration Secretary
Community Mental Health
Southern Health NHS Foundation Trust, Southampton

Administrator - Central Community Mental Health Team We are seeking to appoint a full-time Administration Secretary to assist in providing a comprehensive admin/secretarial service within Southampton Mental Health Services. The post will be working within the large Community Mental Health Team...

Salary: £16,968 to £19,852 based on full time hours
Job Type: Permanent
Closing Date: 18/01/2018
Staff Group: Administrative & Clerical
Job Ref: 348-1117-MH397A

Communications Assistant
Communication
Solent NHS Trust, Trust Headquarters, Highpoint, Burseldon Road, Southampton

We are looking for a confident, friendly and ambitious person to join the Communications Team. This role is available as either an apprenticeship or a substantive Band 2. This will be discussed at interview dependent on qualifications. We are a small team which work well under pressure and are...

Salary: £7.50 per hour
Job Type: Apprenticeship
Closing Date: 07/01/2018
Staff Group: Administrative & Clerical
Job Ref: 449-CP485-2

Ward Hostess/Hosts
Facilities
Solent NHS Trust, Southampton

This is a rewarding role for any proud caterer and experienced person looking for an opportuntiy to help improve the patient experience at the Royal South Hants Hospital. We are looking to recruit 1 post to cover a 7 day service. This will consist of the following 1 x 20 hours. The post holder...

Salary: £15,404 - £15,671 p.a. pro rata
Job Type: Permanent
Closing Date: 17/01/2018
Staff Group: Estates & Ancillary
Job Ref: 449-CP494-1

Find more opportunities here: www.jobs.nhs.uk

Have you ever thought about supporting people with disabilities to be empowered and in control of their own lives?
Do you want to improve people's quality of life and help them to be totally in the driving seat when it comes to planning and living their lives to the full?
We are looking for part time & relief Personalised Assistants to join our team. Our focus is on enabling people to work, learn, live and manage their own lives in the way they want.
Your role will be varied as no two Personal Assistant jobs are the same. You will be supporting people with all aspects of daily living, this might include supporting them with shopping, preparing meals, looking after their home, going to social activities, companionship or gardening.
This is a rewarding role; however, you need to be the sort of person who can take things in their stride, be enthusiastic, remain calm and be confident.
Experience is welcome but there is no substitute for the right attitude, a supportive nature and a good sense of humour.
Please send your CV to kristy@srglimited.co.uk
Must have a full clean driving licence
All posts are subject to an enhanced DBS check.

BECOME A DRIVING INSTRUCTOR

Lendrum's Driving School

The life of a driving instructor is fantastic!
Be your own boss and enjoy life much more...

PLAN to PASS

TRAINING & JOBS AVAILABLE IN...
SOUTHAMPTON, BOURNEMOUTH, POOLE
WINCHESTER, SALISBURY & ANDOVER

Speak to one of our trainers today: 07734 319 271
Email: info@lendrums-driving-school.co.uk

www.lendrums-driving-school.co.uk

facebook Lendrums Driving
twitter LendrumsDriving

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

careers.lidl.co.uk

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

VACANCIES AT AUTISM HAMPSHIRE

Support Workers - Southampton and Gosport

Up to £18,000 in potential earnings including overtime

PLUS 31 days leave including bank holidays and your birthday (pro rata). Increasing 1 day per year up to 36 days leave (pro rata)

For more information on any of the above posts click here:-
https://www.autismhampshire.org.uk/recruitment/current-vacancies/

European Boat Haulage Driver wanted

We are Boat Transport Ltd, based in Marchwood Southampton, specialising in transporting all types of boats to and from the Uk and Europe. We are a family run business and have been established for 33years.

We only use modern, reliable equipment, and our emphasis is to provide, a quick friendly and reliable service. We are always very conscious to avoid any damage or wear and tear to our clients boats or equipment.

The candidate we are looking for, should have a HGV Licence , and be familiar with ferries and driving abroad. A typical work program would be a 5 to 12 day trip, moving boats back and forth from UK to Europe. We are looking for someone over the age of 25 - for Insurance purposes - who has a long term interest in working abroad and moving Wide Loads, largely unsupervised.

Experience in moving Wide Loads would be a benefit, and of course loading and securing boats. Full training will be provided, and the right person can expect an attractive wage plan and pension.

If you wish to find out more or are interested in applying for this role, please email your CV to info@boattransport.co.uk along with contact details and availability.

Geoff Houghton - Boat Transport Ltd. - 07831 486 710 - www.boattransport.co.uk

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 opportunities:

Role	Organisation	Location
Shop Volunteer (Southampton)	British Red Cross – Retail	Southampton, SO14 3HE
Volunteer Receptionist	Age UK Southampton	Southampton, SO14 0AH
Fashion and Bargain Hunters Queensway Shop	Naomi House	Southampton, SO14 3HJ
Local Community Radio Station Host or Co-hosts	AWAAZ FM – Local Community Radio CIC	Southampton, SO14 0LH
Steamship Deckhand	SS Shieldhall	Southampton, SO15 0HH

Board in the City Café, Onslow Road in Bevois Valley are looking for more volunteers, particularly people who are looking for kitchen or barista experience.

Volunteers will be provided with PPE and appropriate training courses in return for their time.

If you know anyone who is interested please call Board in the City Café on 023 8178 3240 to find out more.

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

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

VOLUNTEER AT TUDOR HOUSE!

Southampton Arts & Heritage

Join the team

We are looking for enthusiastic, reliable volunteers. You will become an important member of our Front of House team, providing a welcoming and safe environment, invigilating the collections, interacting with visitors, and acting as an ambassador for Arts & Heritage.

Benefits & Rewards

As well as helping to improve and share Southampton's heritage and culture, there are other benefits to volunteering with us...

- A chance to enhance your CV and skills
- To volunteer in unique arts and heritage venues
- A discount of 10% in our shops and cafés
- Social events to get to know each other better
- The opportunity to use your supervisor as a career referee
- It's great fun

Our volunteers in action!

Volunteers are vital to the success of Tudor House and Garden. If you want to enhance your studies, strengthen your professional development or just want to have fun and support our stunning museum, then volunteering is for you!

How to apply:

To find out more or apply for the role, email:
artsandheritage.volunteers@southampton.gov.uk
or call the Volunteer Coordinator on **02380 833089**

SOUTHAMPTON CITY COUNCIL

West Itchen
COMMUNITY TRUST LIMITED
Supporting a vibrant community

VOLUNTEER NEEDED

Volunteer needed to work at Ropewalk Community Centre

Skills required:

Be enthusiastic and interested in community work

Good communication and listening skills
to work with groups where English is not the first language

Available evenings and weekends

You will receive:

Role-related training and support
Travel costs & expenses reimbursed
Certificate Award for 20hrs+ volunteered

West Itchen Community Trust, Ropewalk Community Centre,
53 Derby Road, Southampton SO14 0DJ
Telephone: 023 8038 8580 Email: jenny@wict.co.uk

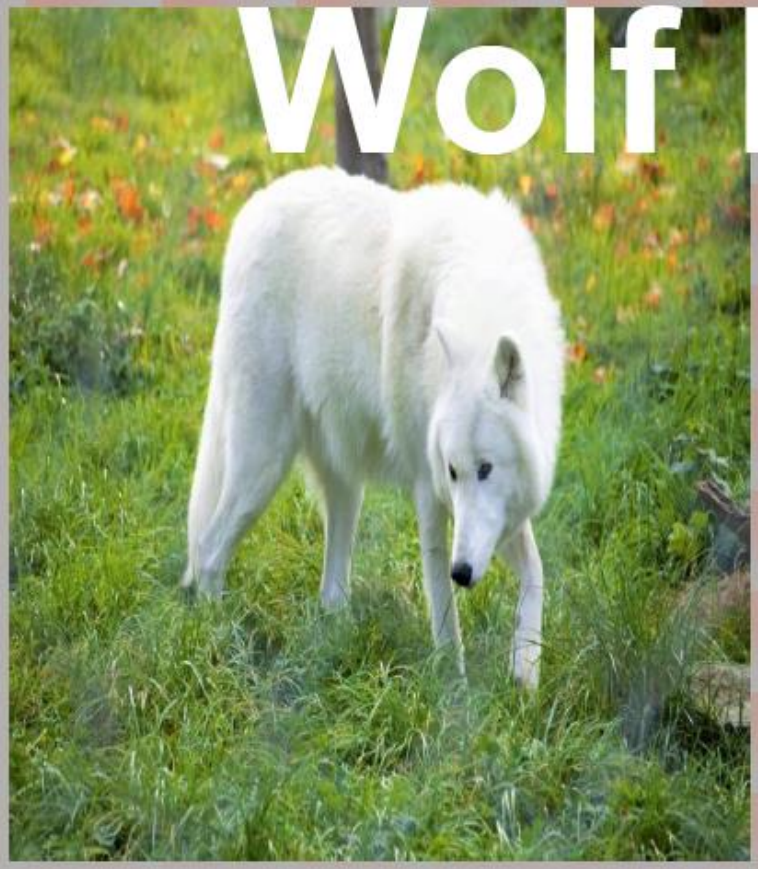
Volunteering Opportunities

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

Role	Organisation	Location
Young Leader	Southampton City Scout District Council	Southampton
The Art House, Southampton Cafe and kitchen volunteers	The Art House Southampton CIC	Southampton
International Citizen Service with Restless Development International Citizen Service is the UK government funded development programme for young people who want to volunteer overseas.	Restless Development	Southampton
Customer Service Volunteer	British Heart Foundation	Southampton
Shop Volunteer	British Red Cross	Southampton
FareShare Food Warehouse Southampton	FareShare Southern Central	Southampton
Volunteer at community Wood Recycling Project	Southampton Wood Recycling Project	Southampton
Front of House Volunteers	The Nuffield Theatre	Southampton
Web Site Administrator	SO18 Big Local	Southampton
Become a member of a new Heritage Youth Group	Royal Victoria Country Park	Southampton
Animal Carers and Dog Walkers	The Cinnamon Trust	Hampshire
Sewing / Craft Volunteers wanted	Tools for Self Reliance	Southampton

This is just a selection of what's available – see the full list of opportunities at vinspired.com

Wolf Medicine



If are interested in being alongside people in recovery so they can find their own power - then this unique volunteering opportunity involving wolves, horses and the natural world may be right for you.

Bursary available to train in Wolf Medicine

www.naturetherapycic.com

Volunteer Receptionist Vacancy

We are seeking a volunteer receptionist to join our small friendly team here at Age UK Southampton to cover one or more days a week on a Wednesday or Thursday between 10am-4pm.

The role is based at our office at 1 Saxon Gate, Back of the Walls, Southampton, SO14 3HA

Full training and support will be given.

For more information about the role please contact Mel on 023 8036 8636 or email for an application pack.

volunteering@ageuksouthampton.org.uk

Board in the City Volunteering Opportunities
38 – 40 Onslow Road, Southampton SO14 0JG

Board in the City are looking for Customer Service, barista or kitchen volunteers mainly for Sunday 11am – 5pm or 4-10pm & Monday 5-11pm. Other days accepted

Board game knowledge would be awesome, but we will train in this area. DBS great but not specifically required

Interested? Contact Hayley Binstead bitccic@btopenworld.com or call 07905 000 383 / 02381 783 240

Southampton Voluntary Services

Southampton Voluntary Services (SVS) can provide you with independent support and a voice. What this can mean for a group is information on funding, charity law, working with committees, volunteers, publicity, in fact for any aspect of voluntary or community work they are able to offer advice and guidance.

Who to contact:
Telephone: 023 8022 8291
E-mail: information@southamptonvs.org.uk
Website: Southampton Voluntary Services
Address: Southampton Voluntary Services, Kingsland Square, Southampton, Hampshire, SO14 1NW

SVS also have a weekly drop in every Thursday 10am – 12pm. You don't need an appointment just drop in and have an informal chat with us about how you can get involved.

APPRENTICESHIPS

Have a look at these YouTube clips:

Get In Go Far with Apprenticeships
https://www.youtube.com/watch?v=n4qA3pd5xNA

Take a Look at our Apprenticeship Ambassador Films
https://www.youtube.com/watch?v=aNGnHY7H92w&list=PLfqADc3oBwffSY5Rr7e9hrIr35_j0R87q

www.apprenticeships.gov.uk

Apprenticeships

Recruiting Now!

carillion | Making tomorrow a better place

If you are 16 -18 (in August 2017), Carillion Construction Apprenticeships are a great way to start a career in the Construction industry.

Carillion is recognised as one of the best Construction training providers in the country. We have been training young people to join the industry for more than 40 years.
As an equal opportunities employer, with training facilities all over the UK, we are helping to turn the talent of young people into a trade and career by training the next generation of Bricklayers and Carpenters . Our apprenticeships are very much in demand, and entry to them is through a rigorous application process that includes assessment and interviews with our assessors.

You really do 'Earn whilst you learn'. We recruit males and females, and provide you with a Level 1 – pre-apprenticeship, followed by a Level 2 Apprenticeship in your chosen trade at our Southampton Training Centre. You get the support of a *real life* construction employer - There is no need to attend a college, it's all covered in our training centre!

This is an exciting time to join Carillion Construction Training Services - we would be delighted to welcome you to our team!

Get Paid, Get Trained, get Working!

The next step!

Apply online in the first instance at **www.carillionapprenticeships.com**

Come along to our drop ins and have a look round to find out more each Friday from 10 – 2pm – no appointment necessary!

If you require further information pleases contact Lin Seikus on 07989187322 or email me at lin.seikus@carillionplc.com

***91%** of our apprentices have successfully gained their qualifications and gone into Sustainable employment as a result of our training programme, with an earning potential of **£30,000** per annum, and more.*

**Household incomes below £22,000 per annum, may be eligible for supportive bursaries*

Carillion Construction Training Services, Unit A, B &C First Avenue, Millbrook, Southampton SO15 0LJ
Email CCTSouthampton2@carillionplc.com tel: 023 80 786161

Apprenticeships

lifetime training

APPRENTICESHIPS DELIVERED BY LIFETIME TRAINING

ACTIVE LEISURE
- Advanced Apprenticeship in Personal Training Level 3 (Framework)

BUSINESS SUPPORT SERVICES
- Customer Service Practitioner Apprenticeship Level 2 (Standard)

CARE
- Adult Care Worker Apprenticeship Level 2 (Standard)
- Lead Adult Care Worker Apprenticeship Level 3 (Standard)
- Higher Apprenticeship in Leadership for Health & Social Care and Children & Young People's Services Level 5 (Framework)

EARLY YEARS
- Higher Apprenticeship in Leadership for the Children & Young People's Workforce – Early Years Advanced Practice Level 5 (Framework)
- Higher Apprenticeship in Leadership for the Children & Young People's Workforce – Early Years Management Level 5 (Framework)

HEALTH
- Healthcare Support Worker Apprenticeship Level 2 (Standard)
- Senior Healthcare Support Worker Apprenticeship Level 3 (Standard)
- Healthcare Assistant Practitioner Apprenticeship Level 5 (Standard)

RETAIL
- Retailer Apprenticeship Level 2 (Standard)
- Retail Team Leader Apprenticeship Level 3 (Standard)
- Retail Manager Apprenticeship Level 4 (Standard)

MANAGEMENT
- Team Leader/Supervisor Apprenticeship Level 3 (Standard)
- Team Leader/Supervisor (with ILM Diploma) Apprenticeship Level 3 (Standard)
- Higher Apprenticeship in Management Level 4 (Framework)
- Operations/Department Manager Apprenticeship Level 5 (Standard)

HOSPITALITY
- Commis Chef Apprenticeship Level 2 (Standard)
- Hospitality Team Member – Barista Level 2 (Standard)
- Hospitality Team Member – Alcoholic Beverage Service Level 2 (Standard)
- Hospitality Team Member – Concierge and Guest Services Level 2 (Standard)
- Hospitality Team Member – Conference and Events Operations Level 2 (Standard)
- Hospitality Team Member – Food and Beverage Service Level 2 (Standard)
- Hospitality Team Member – Food Preparation Level 2 (Standard)
- Hospitality Team Member – Housekeeping Level 2 (Standard)
- Hospitality Team Member – Licensed Retail Level 2 (Standard)
- Hospitality Team Member – Reception Level 2 (Standard)
- Hospitality Team Member – Reservations Level 2 (Standard)
- Advanced Apprenticeship in Professional Cookery Level 3 (Framework)
- Senior Chef Production Cooking Apprenticeship Level 3 (Standard)
- Hospitality Supervisor Apprenticeship Level 3 (Standard)

ADULT LEARNING LOAN FUNDING ALSO AVAILABLE
FOR MORE INFORMATION CALL
0333 0143 669
OR VISIT US ONLINE
LIFETIMETRAINING.CO.UK

ASPIRE
Apprenticeship Vacancies

Alphabet Corner (Portsmouth)
Childcare Apprentice (Level 2)

Woodcroft Pre-School (Portsmouth)
Childcare Apprentice (Level 2)

Helene Care (Southampton)
Health & Social Care (Level 2)

The Home Agency (Southampton)
Business Admin (Level 2)

To apply for any of these vacancies, or for further information, please contact Rob Morgan on 01202 551 553 Option 4.

http://www.aspiretrainingteam.co.uk

Robert.morgan@hadlandcaregroup.co.uk

If you can offer us your enthusiasm, determination and commitment, in return we can offer you high quality site experience, unrivalled training, a bonus scheme where you are rewarded for your efforts, and the opportunity to eventually progress through the company to supervisory and possibly managerial positions.

You must be aged 18 plus and a full driving licence is essential. Ideally we're looking for GCSE grade Cs or above in English, Maths and a science but if you haven't got these you might have practical experience to make up for it.

Note that while some of these vacancies might be for a start date in the next couple of months, it's possible that the start dates for some of the successful applicants might be several months in the future, depending on our workloads.

HOW MUCH DO APPRENTICES GET PAID?

Basic pay for first year apprentices is £150 per week but thanks to our bonus scheme, annual pay during the first year averages £11,830.

For anyone who joins us having already completed the City & Guilds 2365 Level 3 or the full 2330 Levels 2 & 3 (or equivalent) we offer a basic rate of £180 per week. For those with these qualifications and significant on-the-job experience we may be able to offer an even higher basic rate.

In the second year basic pay increases to £214 per week for those aged 20 or under, and £270 for those aged 21 plus. Again these basic rates are boosted by our bonus scheme meaning that average annual earnings for our second and third year apprentices is £17,585.

Please note though that bonus payments are not guaranteed and will vary significantly according to seasonal workloads and your team's productivity.

As you continue to climb the ladder, your potential earnings will be very competitive. Our more experienced and well organised team leaders are expected to earn upwards of £500 per week, and weekly pay packets of £700 - £800 are not unusual. [All figures are gross].

Please note that graduates are not eligible for apprenticeship funding and would therefore have to contribute towards the cost of their training.

TO APPLY VISIT WWW.CLARKSONEVANS.CO.UK

KEEP IN TOUCH /CLARKSONEVANS @CLARKSONEVANS

PETA Apprenticeship Vacancies

PETA currently have a selection of Apprenticeship Vacancies in and around Southampton. Please click on the links for more information about each vacancy.

Purchasing/Production Administrator Apprentice
Location: Whiteley
Closing Date: 14/01/2018
Employer Name: Edale Ltd
Wage: £151.00 per week
Ref: ED27033

Apply NOW

Apprentice Electrical/Electronic Engineering Team *NEW*
Location: Southampton
Closing Date: 20/01/2018
Employer Name: Textron Systems Electrical Systems UK ltd
Wage: £250.00 per week
Ref: EP26386

Apply NOW

Research and Development Technician Apprentice
Location: Southampton
Closing Date: 19/01/2018
Employer Name: CeramTec UK Limited
Wage: £231.68 per week
Ref: EP27557

Apply NOW

Apprentice Business Administration Assistant
Location: Segensworth
Closing Date: 21/01/2018
Employer Name: Hopkins Mechanical and Electrical Engineers
Wage: £230.00 per week
Ref: AP27943

Apply NOW

Apprentice Customer Advisor
Location: Hedge End
Closing Date: 14/01/2018
Employer Name: More Than Safety
Wage: £168.75 per week
Ref: ED27414

Apply NOW

For more information on the vacancies advertised by PETA, please click the links. To see the rest of PETA's vacancies, please visit: http://www.peta.co.uk/66/apprenticeships

To advertise your vacancies in the Jobs Bulletin, please **Contact Us**

FNTC Apprenticeship Vacancies

FNTC currently have a selection of Apprenticeship Vacancies in and around Southampton. Please click on the links for more information about each vacancy.

Vacancy	Location	Qualification
Adviser Breakthrough	SO45	Customer Service Level 2
Futurepath Childcare	SO31 – SO51	Childcare Level 2 and 3
Cuddles and Care	SO50	Childcare Level 2
DPP Ltd	SO40	Business Administration Level 2
Forest First	SO45	Childcare Level 2 and 3
Sundial Cottage Rest Home	SO45	Health and Social Care Level 2 and 3
Fawley Independent Day Nursery	SO45	Childcare Level 2 and 3
Stepping Stones Day Nursery	SO40	Childcare Level 3
Lymington Montessori School	SO41 5RP	CYPW Level 2 or EYE Level 3
FNTC Traineeship – SO40 Up to 16 week employability skills programme to assist you in job searching, applications and interviews. Bursaries and travel re-imbursements also available.		

For more information on the vacancies advertised by FNTC, please click the links. To see the rest of FNTC's vacancies, please visit: http://www.fntctraining.co.uk/apprenticeship-vacancies/

To advertise your vacancies in the Jobs Bulletin, please **Contact Us**

FNTC
TRAINING & CONSULTANCY

EMPLOYABILITY SKILLS & RECRUITMENT

WORK RELATED LEARNING

Is a traineeship right for you?

The benefits:

- ⇒ Bursaries available (T&C apply)
- ⇒ Interview preparation + CV writing
- ⇒ English and mathematics support
- ⇒ Work experience with employers looking to employ apprentices
- ⇒ Student discount card (T&C apply)

16-24

Have less than a level 3 qualification

Minimal work experience

Motivated to get into an apprentice or employment?

Be ready for employment within 6 months

Contact us:

Salisbury: Poole: Bournemouth: Dorset: Southampton: Hampshire: IOW

Kelly.miller@fntctraining.co.uk

02380 866 664

Get ahead of the game

Kick start your career today

Interested in an engineering apprenticeship?

SETA stands for the Southampton Engineering Training Association. We were set up in 1969 to train engineering apprentices for local industry and we have been training apprentices here ever since.

We remain committed to quality engineering training for young people. We hold two Open Evenings every year providing the opportunity to look around SETA and our workshops, meet some current apprentices and employers and see engineering in action!

Follow the link below to view our current vacancies

http://www.setatraining.co.uk/apprenticeships/current_vacancies.html

SETA's Open Evening

Thursday 22 February 2018

from 4.30 pm – 7.30 pm

No need to book – just turn up and find out how we can help!

SETA, First Avenue, Millbrook, Southampton SO15 0LJ
Tel: 023 8077 1908 email: info@seta-training.co.uk Web: www.seta-training.co.uk

Apprenticeships
Good for our Business

Royal Mail Apprentice Programmes

As the UK's third largest employer, Royal Mail offers apprenticeships and trainee management opportunities on a different scale to other businesses. We deliver six days a week to more than 29 million addresses across the UK and our vision is to be recognised as the best delivery company in the UK and across Europe. But we can't do that without attracting the very best talent. So we offer apprenticeships that give a genuine insight into Royal Mail and our processes, and trainee management schemes that offer a fast-track into the business.

Our Apprenticeships

- Vehicle Maintenance
- Engineering
- Project Management
- Technology
- Logistics Management
- Finance
- B2B Sales

What you'll gain

As a Royal Mail apprentice you'll gain a unique understanding of our 500 year old business. Crucially, you'll find out how we improve our customers' experience across specific functions, while gaining qualifications and receiving a salary. All of which will set you up for a successful future. That could mean taking on more responsibility, further training and development, or looking for new opportunities across the business.

Royal Mail and the cruciform are trademarks of Royal Mail Group Ltd. © Royal Mail Group Ltd 2017. All rights reserved.

NATIONAL APPRENTICESHIPS SERVICE

VACANCIES AVAILABLE IN SOUTHAMPTON:

The following is just a selection of the Apprenticeships available in Southampton. There are currently over 100 Apprenticeship Vacancies in the centre of 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
Business Administration Apprentice	ITS Southampton Ltd	Are you looking for a position working within a recognised and expanding business? Do you seek a job role which offers high satisfaction as well as the opportunity to develop your skills and experience? If so, we have the perfect position for you!	18th January 2018
Motor Mechanic Apprenticeship.	Taj Mot Station	Are you passionate about working with cars? TAJ Motor station are looking to employ a career driven, reliable apprentice for their motor mechanics apprenticeship within their busy garage. Interested in learning a range of new skills? Apply now!	30th January 2018
Hospitality Team Member (Level 2)	Ceno Bar & Restaurant	We are looking for a talented and ambitious future hospitality star keen to start their career with a company that awards hard work and dedication. The role includes greeting customers, table service, serving drinks and food, taking orders, printing bills, money handling and being on active for long periods of time.	30th January 2018
Fitness Instructing Apprenticeship	Jovanovic & Manandhar Ltd	Are you looking for a future career in Fitness? We're looking for a bright, motivated and enthusiastic individual with a passion for health and fitness to join our friendly team at Fit4less Southampton.	5th February 2018
Business Administration and Marketing Apprentice	Paris Smith LLP	Paris Smith are seeking an eager to learn, organised and enthusiastic apprentice to assist with all the administrative and marketing duties. To start a career, apply now!	28th January 2018

Apprentice Chef - Oak Tree Pubs - Spitfire	Mitchell & Butlers PLC	With pubs, bars and restaurants across the UK, Mitchells & Butlers has apprenticeships as tasty as the food we serve. Every moment is a chance to prove yourself with plenty of room for progression. So, whether it's the 'perfect carve' moment in Toby Carvery, 'made a family smile' moment in Harvester or a team moment, join us and love every moment.	15th January 2018
Level 3 Junior Journalist Apprenticeship	BBC Television South	As a regional apprentice, you're passionate about your local community, sharing their stories and reflecting their experiences on BBC One. We're interested in your potential as a journalist rather than prior experience. A passion for current affairs, creativity, drive & resilience are what matters.	15th January 2018
Apprentice Nursery Assistant - Portswood	Paint Pots Pre School & Nursery Ltd	Do you want to start a career in childcare? An exciting opportunity has opened up at Paint Pots Nursery in Portswood. You will work alongside other members of staff to create a stimulating and caring environment to encourage children to learn.	29th January 2018
Apprentice Commis Chef	Quay Fifteen Ltd	This Apprenticeship offers a unique opportunity for those with a passion and talent for cookery to learn under our chef using fresh produce for our discerning clientele.	2nd February 2018
Apprentice - Travel Consultant (Southampton)	Hays Travel Ltd	Our apprenticeships are an exciting alternative to classroom studies, where you will work towards a Travel Consultant Level 3 Apprenticeship. We will support your development through a structured programme which will help your product knowledge, customer service and selling skills enabling you to grow in confidence and reach your full potential.	23rd March 2018
Advanced Junior Motoring Journalist Apprenticeship	Three Six Zero Limited	Three6Zero is on the hunt for a Junior Journalist Apprentice to join its growing automotive media firm on the South Coast of England.	31st January 2018
Volkswagen Apprentice Service Advisor	Peter Cooper Motor Group	Are you looking for a challenge and a long term career? We currently have positions available within prestige dealerships on our customer service based service advisor qualification.	28th February 2018

WESTON LIBRARY

Homework Club

Want some help
with your homework?

We provide a quiet space to concentrate, with a free, one to one tutoring service, provided by students from the University of Southampton.

For secondary school pupils (please get in touch if you are interested in primary sessions!)

Wednesdays, Starting 1st week of March 3.30-5pm

Southampton hub

UNIVERSITY OF Southampton

National Careers Service	Tel: 0800 100 900 Website: nationalcareersservice.direct.gov.uk
Access Southampton	Website: Access-southampton.co.uk
No Limits	Address: 13 High Street, Southampton, SO14 2DF Tel: 023 8022 4224 Website: www.nolimitshelp.org.uk
Childline	Tel: 0800 11 11 Website: www.childline.org.uk
Job Centre Plus	Address: St. Cross House, 18 Bernard Street, SO14 2HP Tel: 0845 604 3719 Website: www.gov.uk

Job Search Websites

Universal Job Match	http://jobseekers.direct.gov.uk
Daily Echo	http://www.dailyecho.co.uk/jobs/?ref=mnav
Reed	http://www.reed.co.uk/
Total Jobs	http://www.totaljobs.com/
NHS Jobs	http://www.jobs.nhs.uk/
Monster	http://www.monster.co.uk/
Everyjobsite	http://www.everyjobsite.co.uk
Jobsite	http://www.jobsite.co.uk/
Fish4Jobs	http://www.fish4.co.uk/jobs/
Indeed	www.indeed.co.uk/
CV Library	www.cv-library.co.uk/

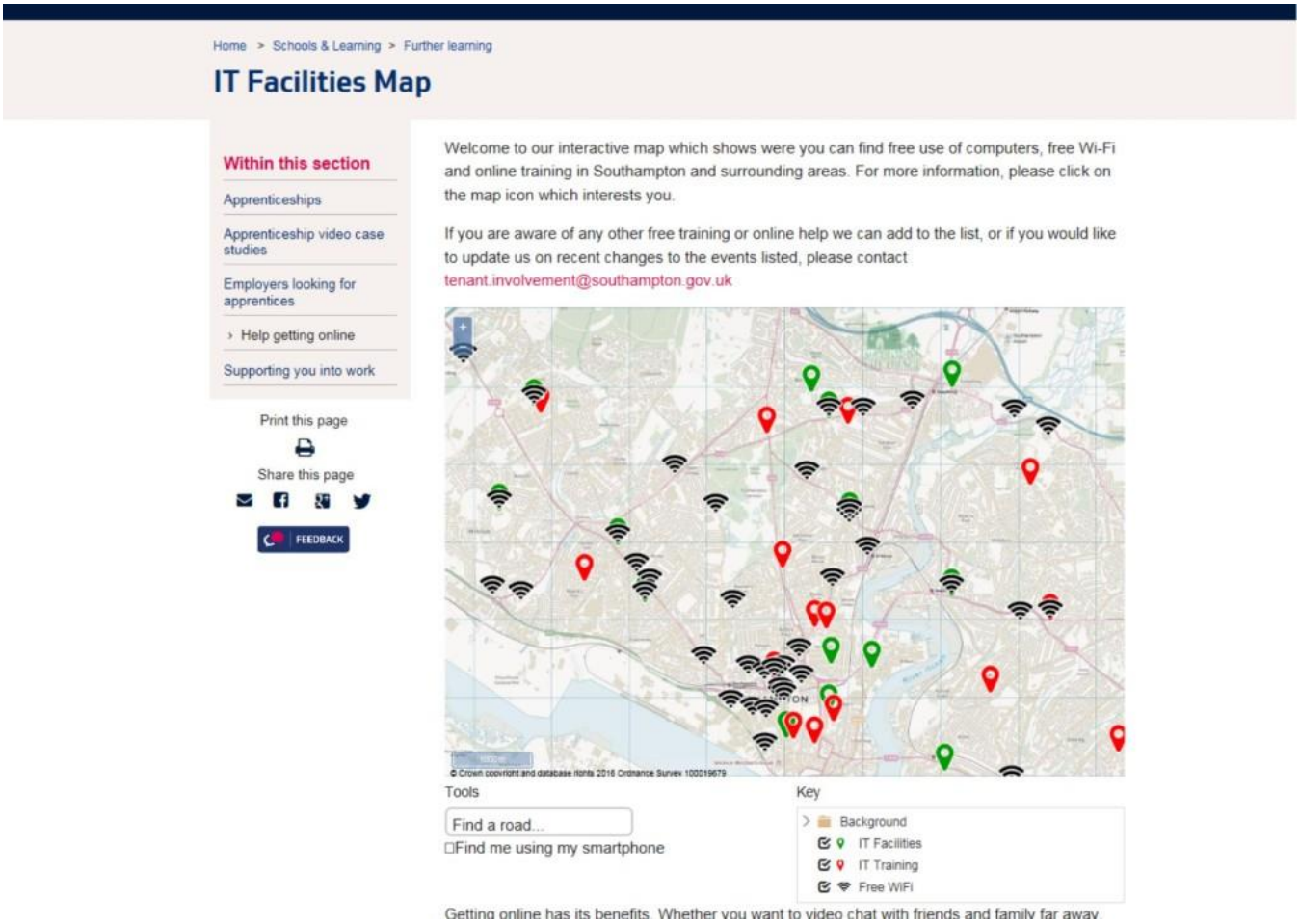
Do you need help getting online? Or maybe you know someone who needs extra support to get online?

With many services moving online including housing benefits, college and apprenticeship applications and even online shopping, it can be very daunting for people who don't know how to use computers and IT systems.

Southampton City Council have put together an interactive IT map which shows information about a wide range of IT facilities, training and free Wi-Fi that is available in Southampton to help support people to get online.

The map is designed to be used by advisers, family and friends or a user themselves to find the most appropriate IT training/facilities to suit them.

If you are aware of any other free training or online help we can add to the list, please contact tenant.involvement@southampton.gov.uk



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

Want to improve your chances of finding work?

See the T.E.E.M.

Training **E**ducation **E**mployment **M**otivation

We can help you with

✔ your job application forms ✔ job searching ✔ CV ✔ disclosure advice
✔ preparing for interviews ✔ gaining skills ✔ moving towards work ✔ volunteering

Day	T.E.E.M. work club locations	Time
Monday	Bitterne Library, IT room, SO18 5EG	10am-12pm
	Weston Library, 68 Weston Lane, SO19 9HH	1-3pm
Tuesday	Maybush Local Housing Office, 43-45 Irving Road, SO16 4EG	10am-12pm
Wednesday	Northam Community Centre, Kent Street SO14 5SP	10am-12pm
	Central Housing Office, 100F St Mary Street, SO14 1PE	1-3pm
Thursday	Central Library, Learning Centre, 1st floor, SO14 7LR	3-5pm

@sotoncareers Southampton Housing Services

Francesca Prior, Tel 023 8091 7868
southampton.gov.uk/employmentsupport

SOUTHAMPTON CITY COUNCIL

03.17.27580

NO LIMITS
Helping Young People Help Themselves

SEE *for your Future*

Skills, Employment and Education

Every Thursday 2-4pm

13 High Street, Southampton SO14 2DF

- Up to date details of jobs in and around 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 with letter writing
- 1:1 guidance on interview techniques and planning for an interview
- Talk to us about training, apprenticeships, education and personal development

www.nolimitshelp.org.uk

023 8022 4224

Solent Jobs Programme

This is your chance to get the job you want

- We are offering this help to anyone living in the Solent area with a recognised health condition (e.g. anxiety, depression or a physical health problem) who has been out of work for a while.
- You will be offered help in areas of your life which are causing you problems in finding or keeping a job.
- You will receive one-to-one support for up to a year from a dedicated employment adviser who will help you every step of the way.
- We will help you prepare for work, helping with job applications and interview techniques.
- We are in touch with employers who are willing to give you a chance of temporary paid work so you can prove yourself in a work environment.
- We'll be there to support you when you get a job, helping you settle into your new role.

Get advice and support on the following:

- Money advice
- Health and wellbeing support
- Pre-employment training
- Confidence building and self-motivation
- CV writing and job search support
- Help with job applications and interview techniques
- On-the-job work experience
- On-going support after returning to work

If you are interested in taking part, please speak to your local jobcentre, email: sjp@southampton.gov.uk or visit www.southampton.gov.uk

Please contact the Employment Support Team on 023 8091 7585 for more information

Portsmouth City Council | Solent Local Enterprise Partnership | Southampton City Council | Wheatsheaf Trust

European Union
European Social Fund

Delivering services on behalf of Jobcentre Plus, Department for Works and Pensions

jobcentreplus

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NOTES

The next bulletin will be on Thursday 18th January 2018