**Snippets Bulletin** – 19 March 2019

Do you need help to apply for any of these opportunities? If so, please phone 01506 434249, or call into Skills Development Scotland, Cairngorm House, Almondvale Boulevard, Livingston to arrange an appointment.

This bulletin is usually updated on a weekly basis, which means that recruiting companies can take off vacancies and add new ones in between issues, so please use this bulletin for information only.

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| New! West Lothian Council apprenticeships are now live. The closing date for all opportunities is 31 March.   * Apprentice Customer Service Assistant, Strathbrock Partnership Centre, Broxburn - <https://bit.ly/2Clldyg>. * Apprentice Electrician, Kirkton Campus, Livingston - <https://bit.ly/2Fi6OoN> * Apprentice Joiner, Kirkton Campus, Livingston - <https://bit.ly/2u8oQmG> * Apprentice Painter, Kirkton Campus, Livingston - <https://bit.ly/2W8Ltnl> * Apprentice Roofer / Roughcaster, Kirkton Campus, Livingston - <https://bit.ly/2TG1BQ4> * Apprentice Plumber, Kirkton Campus, Livingston - <https://bit.ly/2TE6k4N> * Apprentice Plasterer, Kirkton Campus, Livingston - <https://bit.ly/2uaiT8Q> |
| New! Electrical Engineering Apprenticeship, Forth Ports Authority, Grangemouth - <https://bit.ly/2T2NbEO>. Closing date 19 April. |
| New! Office Assistant, Alex Nangle Electrical Ltd, Livingston - <https://bit.ly/2VRB6nq>. 1 year’s experience preferred but not essential as training will be provided.  Apply via Indeed. |
| New! Novus Property Solutions in Bathgate currently has the following opportunities available:   * Apprentice Administrator x2, - <https://bit.ly/2nQcNKM>. * Apprentice Multi-skilled Trade Operative (painting and decorating) - <https://bit.ly/2nQcNKM>   (vacancy says the job is in Edinburgh – I’ve checked with the company and they do not have any premises in Edinburgh – they have confirmed the vacancy is in Bathgate). |
| New! Team Member, Greggs, Linlithgow (8 hours) - <https://bit.ly/2u40IBN>. |
| New! Temporary Cast Member, Disney Store, Almondvale Centre, Livingston - <https://bit.ly/2T0bWBj> |
| New! Retail Sales Consultant (Jewellery), Beaverbrooks, Almondvale Centre, Livingston (40 hours) - <https://bit.ly/2T2EKco>. 40 hours. |
| New! Sandwich Artist (full-time), Subway, Whitburn - <https://bit.ly/2NC5aQO>. Closing date 21 March 2019. |
| New! Sales Assistant, Pandora, Livingston Designer Outlet (8 hours) - <https://go.pandora.net/2HqE1AH>. Closing date 28 April 2019. |
| New! Apprentice Highways Customer Service, Edinburgh (Forth Road Bridge) - <https://bit.ly/2CpXptn>. Closing date 21 March. |
| Fast Fit Apprentice, National Tyres and Autocare – National campaign including Livingston, Edinburgh Ferry Road and Falkirk - <https://bit.ly/2UDpKnb>. |
| Apprentice Programme 2019 – Bricklaying and Carpentry/Joinery, Barratt Developments plc, nationwide, including Livingston - <https://bit.ly/2VGClpt>. Closing date 30 June 2019. |
| Customer Service Network Service Operator Modern Apprentice, Scottish Water - <https://bit.ly/2J6TGXp>. Closing date 7 April. |
| Apprentice HR Administrator, Scotmid Co-operative, Newbridge - <https://bit.ly/2VGGKJ1>. Closing date 22 March. |
| Contact Centre Agent, Ulster Bank, Edinburgh - <https://bit.ly/2ETs3Nk> |
| Customer Service Representative, Royal Bank of Scotland, Edinburgh - <https://bit.ly/2XByOuq>. |
| Next, Livingston has the following opportunities:   * Sales Support Team, Livingston Clearance. Various hours. Contracts range from 1 to 2 days work up to 3 weeks - <https://bit.ly/2SOROlJ>. * Sales Support Team, Livingston Elements. Various hours. Contracts range from 1 to 2 days work up to 3 weeks - <https://bit.ly/2XRkdLI>. |
| Customer Representatives (Telephony full-time and part-time), Standard Life, Edinburgh - <https://bit.ly/2CaKIlZ>. |
| Royal Fleet Apprentice (vehicle maintenance), Royal Mail, Edinburgh - <https://bit.ly/2HipeqJ>. Closing date 3 May. |
| Modern Apprenticeship in Engineering Maintenance, Abellio, Haymarket Station, Edinburgh - <https://bit.ly/2EU6Lzd>. Closing date 22 March. |
| Building Services Design Technician Apprentice, Troup, Bywaters and Anders, North Castle Street, Edinburgh, EH2 - <https://bit.ly/2T85T2t>. |
| Apprentice Communications and PR Administrator, GP Strategies Training Ltd, Edinburgh - <https://bit.ly/2H7Ug4x>.  (Apply via Indeed) |
| Engineering Technician Apprentice, TNT Express, Ingliston - <https://bit.ly/2IKEbEo>. Closing date 2 April 2019. |
| Sandwich Artist, Subway, Euro Garages, Bathgate - <https://bit.ly/2EjH6hH>. |
| MacDonald Hotels and Resorts have the following vacancies at Houstoun House Hotel in Uphall:   * Food and Beverage Assistant - <https://bit.ly/2GRBVcJ>. Closing date 30 March 2019. * Kitchen Assistant - <https://bit.ly/2H3qQ7H>. Closing date 29 March 2019. |
| Apprentice Customer Service Assistant, Cargilfield Prep School, Edinburgh, EH4 - <https://bit.ly/2XvjJe0> |
| Dalmahoy Hotel and Country Club currently has openings for:   * Kitchen Porter; Room Attendant; Golf and Leisure Attendant; Golf and leisure attendant; membership sales adviser; F&B Attendant; Summer Greenkeepers.   <https://bit.ly/2z8ldm5> |
| Room Attendant (casual), Norton House Hotel and Spa, Newbridge - <https://bit.ly/2VrAiFR> |
| Room Attendant (part-time and full-time), Dakota Hotel, South Queensferry - <https://bit.ly/2EAUz58> |
| Roads Civil Engineering Apprentice, Aecom, Edinburgh - <https://bit.ly/2HwcIWe>  Transportation Planning Apprentice, Aecom, Edinburgh - <https://bit.ly/2MDoc9b> |
| Applications are now open for the apprenticeship programmes at Arthur McKay, Loanhead and Hillington Park, Glasgow. The following apprenticeship opportunities are available:   * Electrical (must have passed the SECTT test) * Heating and Ventilation * Plumbing * Data Cabling * Service and Maintenance   <https://bit.ly/2WvQG9z>. Closing date 30 April 2019.  New! Trainee Project Engineer (entry level position), Arthur McKay, Loanhead - <https://bit.ly/2TSw110>. |
| Store Assistant, Aldi, Livingston, Bathgate and Linlithgow - <https://bit.ly/1C4qzdS>  Store Management Apprentice, Aldi – Opportunities available across the central belt, including in Livingston, Bathgate, Linlithgow and Whitburn stores. - [**https://bit.ly/1C4qzdS**](https://bit.ly/1C4qzdS) |
| Kitchen Porter, Ask Italian, Livingston Designer Outlet – <https://bit.ly/2EMXOaY>.  Closing date 26 March. |
| Balfour Beatty’s apprenticeship recruitment is now open. All opportunities have a closing date of 29 April.   * Mechanical Engineering Apprentice, Scotland - <https://bit.ly/2URTYlP>. Must have completed the BESA pre-employment assessment before being invited to interview, details of this will be sent to you if shortlisted. Closing date 29 April. * IT Apprentice, Motherwell - <https://bit.ly/2UTggDJ>. Closing date 29 April. |
| Carphone Warehouse, Livingston currently has the following opportunities:   * Customer Consultant - <https://bit.ly/2XiqDD6>. 6-15 hours per week. * New! Customer Consultant - <https://bit.ly/2Oe5FkB>. 15-30 hours per week. |
| Chartered Surveyor Degree Apprenticeship Programme, Cushman and Wakefield, Edinburgh and Glasgow - <https://bit.ly/2Gb3xs4>. Closing date 31 March 2019. |
| Closing date extended! Audit and Assurance Brightstart Higher Apprenticeship, Deloitte, Edinburgh and Glasgow - <https://bit.ly/2BVqCfG>. Closing date 15 April 2019.  Closing date extended! Financial Advisory – Restructuring Services Brightstart Apprenticeship, Deloitte, Edinburgh and Glasgow - <https://bit.ly/2zOIxDD>. Closing date 15 April 2019. |
| 2019 Assurance Apprenticeship Programme, EY (Ernst Young), Edinburgh and Glasgow - <https://go.ey.com/2EMWQNM>  2019 Tax Business Apprenticeship Programme, EY (Ernst Young), Edinburgh - <https://go.ey.com/2Sl4YHW>  2019 Transactions Business Apprenticeship Programme, EY (Ernst Young), Edinburgh and Glasgow - <https://go.ey.com/2EMvJm0>  New Online Event! Interested in working at Ernst Young? Join the live chat event to speak to current Ernst Young graduates, apprentices and student recruitment team members to get your questions answered. Event is 20 March between 5pm – 6pm - <https://go.ey.com/2UKmaaI> |
| Sales Associate, The Foot Locker, Livingston Centre - <https://bit.ly/2tg3Nyd> |
| Sales Associates / Brand Ambassadors, G-Star Raw, Livingston - <https://bit.ly/2T836Wl> |
| GTG Training <https://bit.ly/2yQ7qjl> has the following vacancies:   * Apprentice Light Vehicle Technician, Edinburgh Sighthill Motorstore / Fiat * Apprentice Body Repairer, Edinburgh Seafield Bodyshop * Apprentice Light Vehicle Mechanic, Union Motor Company, Edinburgh * Warehouse and Storage Apprentice, Ratho |
| Holmes Care Group is currently looking to fill the following vacancies at Heatherfield in Armadale:   * Care Assistant * Kitchen Assistant (various contracts)   <https://bit.ly/2Ex2wcz> |
| Civil Engineering Apprentice (Highways and Bridges), Jacobs, Edinburgh - <https://bit.ly/2HIL9Ji>.  Closing date 29 March. Training provided by Glasgow Kelvin College (Springburn Campus). |
| Apprentice Building (Electrical) Services Engineer, The Keenan Consultancy, Rose Street Lane North, Edinburgh - <https://bit.ly/2BPd9pp> |
| Lifetime Training currently has the following vacancies:  Closing Date Extended! Bar and Waiting Apprentice, Stonehouse Pizza and Carvery, Brucefield Farm, Livingston - <https://bit.ly/2COGT5n>. Closing date 2 April 2019.   * Apprentice Chef, Toby Carvery, Bathgate Farm - <https://bit.ly/2ExI1LI>. Closing date 8 April 2019. * Bar and Waiting Apprentice, Hawes Inn, South Queensferry - <https://bit.ly/2tP6JlL>. Closing date 2 April. * Apprentice Chef, Hawes Inn, South Queensferry - <https://bit.ly/2XFT0eW>. Closing date 2 April. |
| McDonalds has the following vacancies:   * Face Painter, part-time, Almondvale Avenue * Staff Member, full-time Livingston Mall (Centre) * Staff Member, part-time and full-time Almondvale Avenue * Staff Member, part-time and full-time Livingston Designer Outlet * Customer care assistant, Newbridge Roundabout (30 hours) * Staff member, Newbridge Roundabout (30 hours)   <https://bit.ly/2lRWBDT> |
| Sales Assistant, Mountain Warehouse, Livingston Designer Outlet (8-hour contract) - <https://bit.ly/2ssnnae> |
| Closing Date Extended! Level 3 Engineering Apprenticeship, Network Rail - <https://bit.ly/2PXL0le>.  Applicants must be prepared to spend part of their first year at the Network Rail training centre in England. Applicants will only be considered for vacancies at depots within 60 minutes of their home address.  Must be 18 or over on or before 29 September 2019.  Closing date 9 April 2019. |
| Customer Service Assistant, Tesco One Stop, Broxburn. 16 hours - <https://bit.ly/2NGzLNs>. Closing date 30 March. |
| Whitbread <https://bit.ly/2THdNMt> has the following vacancies In West Lothian:   * Team Member – housekeeping, Premier Inn, Bathgate. * New! Team Member – kitchen, Beefeater, Livingston. Closing date 30 April 2019. |
| RSM has the following vacancies:   * Closing Date Extended! Restructuring Advisory Assistant Apprentice, Edinburgh– intake August 2019 - <https://bit.ly/2QnukXu>. Closing date 29 March 2019. * Audit Assistant, Edinburgh - <https://bit.ly/2NKFtxL>. Closing date 29 March 2019. * Corporate Tax Assistant, RSM, Glasgow - <https://bit.ly/2Tey4gl>. Closing date 29 March 2019. |
| Scottish Power Engineering Pre-Apprenticeship Programme, Edinburgh College, Midlothian - <https://bit.ly/2Mda9aq> |
| Screwfix currently has the following vacancies in West Lothian:   * Service Assistant, Houstoun Industrial Estate, Livingston. 24 hours. - <https://bit.ly/2NqSgFA>. * Service Assistant, Linlithgow. 8-30 hours - <https://bit.ly/2CU6GZU>. |
| Closing date extended! Apprenticeship in Contact Centre, Sky, Livingston - <https://bit.ly/2E2h7wg>. Closing date 31 March 2019. |
| Springfield Properties PLC, Larbert is currently accepting applications for their 2019 apprenticeship programmes in site joinery, bricklaying, scaffolding, general construction, painting and decorating and taping. For more information and to download an application form please see <https://bit.ly/2CQEfO2>. Closing date 31 March 2019. |
| Apprentice Distributed IT Support Engineer, SCC, Livingston - <https://bit.ly/2UG3YOX>.  Applicants must have previous customer service experience and a full driving licence. |
| Trainee Butcher/Trimmer, AK Stoddarts, Broxburn - <https://bit.ly/2QIAVZx> |
| Part-time Sales Assistant, Trespass, Livingston - <https://bit.ly/2CYHNMY>  Apply instore for vacancy |
| Level 3 Field Technician Advanced Apprenticeship, Vodaphone, Edinburgh - <https://bit.ly/2U23bYW>. Applicants should be 18 or over on 1 September2019 and hold a full driving licence. |
| Front of House Team Member (full or part-time), Wagamama, Livingston - <https://bit.ly/2SShiDx>. |
| Apprentice Spray Painter, Accident Repair Centre, Broxburn - <https://bit.ly/2F4pHeE> |

[www.apprenticeships.scot](http://www.apprenticeships.scot)

See below *a selection*of the opportunities currently advertised on the [www.apprenticeships.scot](http://www.apprenticeships.scot):

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| New! Scottish Government – Business Support Team Assistant Modern Apprentice, Victoria Quay, Edinburgh - <https://bit.ly/2Y6ajGc>. Closing date 31 Marc 2019. |
| New! Scottish Government – Archive Assistant, Edinburgh - <https://bit.ly/2HEsP2t>. Closing date 1 April 2019. |
| New! Digital Marketing Assistant, Edinburgh Academy - <https://bit.ly/2W9bCCi>. Closing date 31 March 2019. Training provider = QA. |
| New! Motor Vehicle Technician, BMW Group Academy UK, Edinburgh - <https://bit.ly/2F7RwkQ>. Closing date 14 May 2019. Training provider = Babcock Training Ltd. |
| New! Junior Web Developer Graduate Apprentice, Lothian Buses, Edinburgh - <https://bit.ly/2JnNs5D>. This apprenticeship involves part-time study of BSc (Hons) Software Development at Heriot-Watt University. Closing date 11 April 2019. |
| New! Scottish Government – Business Assistant, Edinburgh - <https://bit.ly/2FezVbf>. Closing date 27 March 2019. |
| New! Plumber, Tom Findlay & Co Ltd, Edinburgh - <https://bit.ly/2FlUOlU>. Training provider = SNIPEF. Closing date 31 March 2019. |
| New! Power Planning Engineer, BT, Edinburgh - <https://bit.ly/2FlUOlU>. Closing date 12 May 2019. |
| New! Electronics Engineer, BT, Edinburgh - <https://bit.ly/2TKpBBW>. Closing date 12 May 2019. |
| New! File Management Assistant, Harper McLeod, Edinburgh - <https://bit.ly/2HMM2iL>. Closing date 31 March 2019. |
| New! IVECO Heavy Vehicle Technician, AM Phillip, Broxburn - <https://bit.ly/2Fcn6hv>. Closing date 30 April. Training provider = Bosch. |
| Yard Operative, Burton Roofing Merchants, Houstoun Industrial Estate, Livingston - <https://bit.ly/2EeROXV>. Training provided by Microcom. Closing date 31 March 2019. |
| IT Business Apprentice, Amazon, Edinburgh - <https://bit.ly/2Vs7EV5>. Closing date 29 March. |
| Sales / Administrator, Burton Roofing Merchants, Houstoun Industrial Estate, Livingston - <https://bit.ly/2EfT1OJ>. Training provided by Microcom. Closing date 31 March 2019. |
| Cyber Security & Infrastructure Apprenticeship, Computer Applications Services Ltd, Edinburgh - <https://bit.ly/2UmAAxG>. Closing date 7 April 219.  Training provided by Napier University. |
| Business and Administration Assistant, Trust Care, Edinburgh - <https://bit.ly/2TohpqS>. Closing date 20 March. Training provided by City of Glasgow College. |
| Trainee Technician Graduate Apprentice, Amey Consulting, Edinburgh - <https://bit.ly/2H5s3fr>. Closing date 19 April. Training provided by Napier University / City of Glasgow College. |
| Heavy Vehicle Technician Modern Apprentice, David Philp Commercial Ltd, Kirknewton - <https://bit.ly/2GYfSRL>. Closing date 22 March. Training provider is SMTA. |
| Paint Technician (Vehicle Refinisher) Modern Apprentice, David Philp Commercial Ltd, Kirknewton - <https://bit.ly/2tQ42QX>. Closing date 22 March. Training provider is SMTA. |
| Cyber Security Analyst Graduate Apprenticeship, KAL, Edinburgh - <https://bit.ly/2C46A2s>.  Closing date 12 April. Training provided by Napier University. |
| Arnold Clark is now recruiting Light Vehicle Technician Apprentices nationwide including  West Calder <https://bit.ly/2VUr1WZ>  Bathgate <https://bit.ly/2XOW602>  Broxburn <https://bit.ly/2TIVNo9>  Armadale <https://bit.ly/2XOW602>  Livingston <https://bit.ly/2Hzx0Nd>  Closing date 4 April. |
| Ford Light Vehicle Maintenance and Repair Technician, Edinburgh. Training provided by Skillnet - <https://bit.ly/2EbUEgz>. Closing date 31 March. |
| BSc (Hons) Software Development, CGI, Edinburgh - <https://bit.ly/2SBZV9Z>. Training provided by Glasgow Caledonian University. Closing date 29 March. |
| IT Management for Business, CGI, Edinburgh - <https://bit.ly/2GKHJ6O>. Training provided by Napier University. Closing date 29 March. |
| Closing Date Extended! Business and Admin Assistant, Edinburgh. Training provided by Microcom - <https://bit.ly/2qtN49r>. Closing date 31 March. |

Jobs at Edinburgh Airport

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| Various jobs advertised. See below for a selection and please check the website for more details and a wider selection of opportunities - <https://bit.ly/2RI3lXu>   * Part-time Sales Assistant – Accessorize * Various Positions, New! breakfast chef, line chef and bar back and food runner – All Bar One * General Catering Assistant – Alpha LSG Ltd * Various vacancies – Brora * Crew Member – Burger King * Barista – Café Nero * Barista – Costa * Team Member – EAT * Edinburgh Airport Crew – Fat Face * Customer Service Rep and New! Administrator - Hertz * Various Positions – Krispy Kreme * Part-time Sales Assistant – Kurt Geiger * Retail and Service Assistant - Luggage Point * Luxury Sales Assistant - MaxMara * Customer Service Agent – Menzies Aviation * Team Member, Kitchen Porter and Prep Chef – No 1 Lounges * Team Member – Pret-A-Manger * Full-time and Part-time Sales Advisors – Scottish Fine Gifts * Sales Advisor – Superdrug * Aircraft Services Operative (Cleaning and Security), Customer Service Agent, Dispatch Agent, Ramp Services Agent - Swissport * Sales Advisor and Stockroom Assistant– Tartan Weaving Mill * Sales Advisors – The Boy Wizard * Bar Staff and Kitchen Staff – Wetherspoons * Ramp Agent / Baggage Handler – WFS * Customer Service / Passenger Service Agent – WFS * Various vacancies - WH Smith * Part-time and Full-time Customer Service Assistants and Seasonal Customer Service Assistant – World Duty Free Group * New! Kitchen Porter – Yo! |

[www.positive-destinations.co.uk](http://www.positive-destinations.co.uk)

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| * West Lothian Steps N2 Work wage subsidy opportunities have certain conditions - Opportunities are open to West Lothian Residents only. * Applicants aged 18 and under must be unemployed, applicants 19-24 must be 3 months unemployed or have previously engaged with MCMC or GRFW. * New! Nursery Practitioner, Sheephouse Nursery, Fauldhouse. Closing date 29 March. |

The Prince’s Trust

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| * Get Into Admin, Edinburgh. 1 April – 10 May. Applicants must be 16- 25 and want a job, all training is provided, travel expenses paid. Participation does not affect benefits and will boost employability skills. Up to 6 months mentoring support. <https://bit.ly/2GgGqx0>. |

Careers At Sea

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| Looking to pursue a career in the merchant navy? Clyde Marine Training, Glasgow is the UK’s largest maritime training provider and they accept applications for officer cadetships (deck, engineer and electro-technical) and ratings cadetships. More information can be found at <https://www.clydemarinetraining.com> |

Community Jobs Scotland

Special conditions apply to these vacancies and only people aged 16-29 who fall into one of the following categories can apply: person with a criminal conviction; care leaver or care experienced; carer; military early service leaver; person with a disability; person currently participating on an activity agreement; homeless person; person affected by substance misuse; person with lower than SCQF level 5 qualification (lower than Nat 5, Standard Grade credit, Intermediate 2 or SVQ 2); work programme completers who remain unemployed.

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| * No current opportunities |

Useful to Know / Miscellaneous

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| Charlie Miller in Edinburgh accepts applications for their trainee hairdressing positions all year. For more details see <https://bit.ly/2JdVsAy>. |
| Recruiting for the 2019 season - Education Volunteers, Edinburgh Zoo - <https://bit.ly/2BhBYKk>. Applicants must be 18+ and be able to commit to at least one day every one or two weeks. |
| Recruiting for the 2019 season - Public Engagement Volunteers, Edinburgh Zoo - <https://bit.ly/2SsgKmR>. Applicants must be 18+ and able to commit to at least 2 days per month. |
| Miller Homes, Edinburgh accept speculative enquiries in respect of their trade apprenticeships. Please see <https://bit.ly/2RiGJcd> for more information. |
| At college? Cala Homes offers placements during college holidays. Please contact a member of the HR Team by emailing [careers@cala.co.uk](mailto:careers@cala.co.uk) outlining your preferred location and length of placement - <https://bit.ly/2zaFt3y>. |
| Maxi Construction in Bathgate accept speculative CVs - <https://bit.ly/2Rh63nn> |
| DBM Construction in Bathgate accept speculative CVs - <https://bit.ly/2GvvZpJ> |