**Snippets Bulletin** – 7 May 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! Baillie Gifford, Calton Square, Edinburgh has the following opportunities:* Trainee Finance Assistant
* Trainee Service Desk Analyst
* Trainee Post Trade and Reporting Assistant
* Trainee Database Administrator
* Trainee Client Administrator

<http://bit.ly/2WkEE2t> Closing date for all opportunities is 24 May.  |
| New! Oil States, Heartlands at Whitburn has the following apprenticeship opportunities:* CNC Machining
* Welding and Fabrication
* Fitting and Assembly

Full vacancy attached to snippets – please see for more information and details on how to apply.Closing date 17 May.  |
| New! Customer Service Consultants, HMRC, Bathgate then Edinburgh (company is moving to Edinburgh next year). These are permanent apprenticeship opportunities - <http://bit.ly/2vK09Ok>. Closing date 20 May.  |
| New! Trainee Searcher / Modern Apprentice, Millar and Bryce, Ocean Drive, Edinburgh - <http://bit.ly/2J7q9My>. Closing date 17 May.  |
| Relisted! Apprentice Customer Service, SKY, Livingston - <http://bit.ly/2VNV7iy>. Closing date 12 May.  |
| New! Customer Service Assistant (Day - permanent part-time, evenings and weekends), Almondvale Centre, Livingston - <http://bit.ly/301RGnv>  |
| New! Colleague, Hobbycraft, Livingston – 12 hours Friday 13:45 – 20:15 and Sunday 11:30 – 18:00. <http://bit.ly/2VkwvyC>. Closing date 12 May.  |
| New! Sales Assistant, Ted Baker, Livingston - <http://bit.ly/2J5E4lZ>  |
| New! Apprentice Vehicle Technician, John Clark Motor Group, Edinburgh - <http://bit.ly/2DUzXVX>  |
| New! Advanced Apprentice – Engineering (Traffic), Siemens, Edinburgh - <http://bit.ly/2VTD22q>  |
| Miller Homes is currently looking to fill the following vacancies: * Commercial Trainee (working with surveyors and buyers), Glasgow
* Technical Trainee (architecture and civil engineering), Edinburgh and Glasgow

<http://bit.ly/2IZT4kA>  |
| Trainee Construction Technician (central belt), Morgan Sindall Group - <http://bit.ly/2IOojQs>  |
| Hire Desk Apprentice (Business Admin), Jarvie Plant, Bankhead, Edinburgh - <http://bit.ly/2GHYf5U> * Plant Workshop Apprentice Fitter, Jarvie Plant, Bankhead, Edinburgh - <http://bit.ly/2XUNbt0>
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| Warehouse Apprentice, Howden Joinery Ltd, Newbridge - <http://bit.ly/2PE72d9> Apply via Indeed |
| Audit Apprenticeship Programme, KPMG, Edinburgh - <http://bit.ly/2ZFlpTn>  |
| Apprentice Caseworker (Business Admin), Office of the Traffic Commissioner, Edinburgh - <http://bit.ly/2DH82bU> Apply via [www.gov.uk](http://www.gov.uk)  |
| Plant Maintenance Apprentice, A-Plant, Grangemouth - <http://bit.ly/2IRsbiE>. Closing date 31 August 2019.  |
| Apprentice Warehouse Operative, Kloekner Metals UK, South Gyle, Edinburgh - <http://bit.ly/2VePN7C>  |
| Modern Apprentice Trainee Administrator, Calnex, Oracle Campus, Linlithgow - <http://bit.ly/2vf2Qr4>. Closing date 10 May.  |
| Water Treatment Trainee, Nicol Boilers Ltd, Shotts - <http://bit.ly/2GASM1U>. Apply via [www.gov.uk](http://www.gov.uk)  |
| Closing date extended! Laundry Assistant (fixed term till Sept), Apex Laundry, Houstoun Industrial Estate, Livingston -<https://bit.ly/2GfXZvR>. Closing date 3 June.  |
| Trainee Driver Apprentice, Viridor, Bonnyrig - <https://bit.ly/2UO2mXe>. Must have full driver’s licence.  |
| Retail Assistant, Farmfoods, Livingston. 12 hours over 3 days - <https://bit.ly/2UwpZUK>.  |
| BT plc is currently recruiting for the following apprenticeships:(scroll down on the engineering page to get to these apprenticeships)* Power Planning Engineer, Edinburgh - <https://bit.ly/2DQiH64>
* Electronics Engineer, Edinburgh, Glasgow and Hawick - <https://bit.ly/2DQiH64>
* Field Engineer, Glasgow and Stirling - <https://bit.ly/2DQiH64>

(scroll down on the IT page to get to these apprenticeships) - * Networks Higher Apprentice, Edinburgh - <https://bit.ly/2r9UCxY>
* IT Consultant, Glasgow - <https://bit.ly/2r9UCxY>

(scroll down on customer experience page to get to these apprenticeships) - * Customer Service – mobile delivery, Glasgow - <https://bit.ly/2oRrEBO>
* Customer Service (B2B), Glasgow - <https://bit.ly/2oRrEBO>
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| Service Technician Apprentice, Lookers Audi, Edinburgh - <https://bit.ly/2Ia7GgJ>. Closing date 11 May 2019.  |
| Fast Fit Apprentice, National Tyres and Autocare – National campaign including Livingston, Edinburgh Ferry Road and Falkirk - <https://bit.ly/2UDpKnb>.  |
| New positions added! Dalmahoy Hotel and Country Club currently has openings for:* Linen porter, room attendant, kitchen porter; F&B attendant, golf and leisure attendant, membership sales advisor, hotel receptionist, reservations agent, golf starter and summer greenkeepers. <https://bit.ly/2z8ldm5>
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| Norton House Hotel and Spa, Newbridge currently has the following vacancies: Room Attendant (casual)- <https://bit.ly/2VrAiFR>  |
| The Dakota Hotel, South Queensferry currently has openings for:* Room Attendant - <https://bit.ly/2EAUz58>
* Kitchen Porter - <https://bit.ly/2EAUz58>
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| Aldi currently has the following vacancies in West Lothian;* Store Management Apprentice opportunities in Livingston, Bathgate, Linlithgow and Whitburn - <https://bit.ly/1C4qzdS>
* Store Assistant, Bathgate and Linlithgow - <https://bit.ly/1C4qzdS>
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| 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>  |
| 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 17 June 2019.
* Closing date extended! Apprentice Chef, Toby Carvery, Bathgate Farm - <https://bit.ly/2ExI1LI>. Closing date 20 May 2019.
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| McDonalds has the following vacancies:* Staff Member, part-time Livingston Mall (Centre)
* Staff Member, part-time Almondvale Avenue
* Staff Member, part-time Livingston Designer Outlet
* Customer care assistant, Newbridge Roundabout (30 hours)
* Staff member, part-time, Newbridge Roundabout
* Staff member, Newbridge Roundabout (30 hours)

<https://bit.ly/2lRWBDT>  |
| Whitbread has the following vacancies in West Lothian - <http://bit.ly/2IRxe2P>: * Team Member – kitchen, Beefeater, Livingston
* Team Member – restaurant, Beefeater, Livingston
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| Scottish Power Engineering Pre-Apprenticeship Programme, Edinburgh College, Midlothian - <https://bit.ly/2Mda9aq>  |
| Screwfix currently has the following vacancies in West Lothian:* Closing date extended! Service Assistant, Linlithgow. 16-30 hours - <https://bit.ly/2FPhyec>.

Closing date 24 May.  |
| Trainee Butcher/Trimmer, AK Stoddarts, Broxburn - <https://bit.ly/2OWBpLH>  |
| 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, clean driving licence. |

[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! Administrator, Tax Assist Accountants, Edinburgh - <http://bit.ly/2J2ZoZF>. Training provider is People Plus. Closing date 16 May.  |
| New! Audit and Accounts Trainee, Chiene and Tait, Dublin Street, Edinburgh - <http://bit.ly/2ZVbAAI>. Training provider is People Plus. Closing date 30 May.  |
| New! Vehicle Parts Advisor, Euro Car Parts, Edinburgh - <http://bit.ly/2IX8F5i>. Training provider is Remit. Closing date 19 May.  |
| New! Dental Nurse, Cherrybank Dental Spa, Dundas Street, Edinburgh - <http://bit.ly/2DNBuNc>. Training provider is Ident Training. Closing date 12 May.  |
| New! Dales Marine Services Ltd, Leith, Edinburgh has the following vacancies:* Plater / Fabricator - <http://bit.ly/2UZYe2i>
* Welder - <http://bit.ly/2IZKove>
* Marine Engineer - <http://bit.ly/2ZVWgUj>

Closing date for all opportunities is 2 June. Training provider is Edinburgh College.  |
| New! Business and Administration, Atmos Consulting Ltd, Canning Street, Edinburgh - <http://bit.ly/2PHbS9J>. Training provided by Reward Training.  |
| Parts Advisor, Western Toyota, Newbridge - <http://bit.ly/2Gukegy>. Closing date 28 May. |
| Infrastructure Technology Assistant, ATOS, Livingston - <http://bit.ly/2VXnsQo>. Training provided by QA. Closing date 12 May.  |
| Digital Administration Apprentice, Livingston - <http://bit.ly/2Vf7cx3>. Training provided by GP Strategies. Closing date 9 May.  |
| Closing date extended! Fabricator / Welder, Almond Precision Engineering, Livingston - <http://bit.ly/2GpjIle>. Closing date 9 May. |
| IT Customer Service Assistant, ATOS, Livingston - <https://bit.ly/2If9jtC>. Training provided by QA. Closing date 12 May. |
| Childcare, Armadale - <https://bit.ly/2Ultxt9>. Training provided by Carousel. Closing date 21 May.  |
| Closing date extended! CNC Machinist, Almond Engineering Ltd, Livingston - <https://bit.ly/2UwygHv>. Training provided by EDETA. Closing date 9 May.  |
| Childcare, Livingston - <https://bit.ly/2CYfIpI>. Training provided by Carousel. Closing date 21 May.  |
| Motor Vehicle Technician, BMW Group Academy UK, Edinburgh - <https://bit.ly/2F7RwkQ>. Closing date 14 May 2019. Training provider = Babcock Training Ltd.  |

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
* Bar Staff, kitchen porter, bar and restaurant host, breakfast team members – All Bar One
* General Catering Assistant – Alpha LSG Ltd
* Server – Bar Burrito
* Various vacancies – Brora
* Team Member – Burger King
* Barista – Café Nero
* Barista – Costa
* Sales consultant – Dixons Travel
* Sales Executive and Car park customer service agent – Europcar
* Various contracts – Fat Face
* Cleaner – Fresh Cleaning
* Coffee Barista – The Gathering Deli (TRG Concessions)
* Customer Service Rep, Instant return and customer service agent and New! Sales Executive – Hertz
* Chef, server / waiter / waitress – Hudson Steak House
* Sales advisor – Hugo Boss
* Temp Security Agent - ICTS
* Foreign exchange consultant – International Currency Exchange
* Various Positions – Krispy Kreme
* 39-hour keyholder and New! Part-time sales assistant – Kurt Geiger
* Customer service agent and New! Aircraft presentation cleaner and general operative – Menzies Distribution
* Kitchen Porter – No 1 Lounges
* New! Team Member – Pret A Manger
* Full-time and Part-time Sales Advisors – Scottish Fine Gifts
* New! Barista - Starbucks
* Ground handling agent – Stobart Aviation Services
* Customer Service Agent, Dispatch Agent and New! Aircraft services operative (cleaning and security) – Swissport
* Sales Adviser – Tartan Weaving Mill
* New! Customer Assistant – Thrifty Car and Van Rental
* Kitchen Staff and New! Floor staff and kitchen porter – Wetherspoons
* Full-time sales assistant, weekend sales assistant and evening sales assistant - WH Smith
* Part-time and seasonal customer service assistant– World Duty Free Group
* Front of house team member – Yo!
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[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.
* No current opportunities
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The Prince’s Trust

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| * Get into hospital services, Edinburgh. 20 May – 28 June. Applicants must be 18-30 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/2FIepvA>
* Get into health and social care, Edinburgh. 27 May – 28 June. Applicants must be 18-30 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/2uMIjtP>
* New! Get Hired, Edinburgh 23 May. Applicants must be 16 -30 and want a job, all training is provided, travel expenses paid. Participation does not affect benefits and will boost employability skills. This course will be delivered in partnership with the Signature Pub Group, The Waldorf Astoria and the Caledonian Hotel.
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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
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Useful to Know

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| New! There will be Jobs Fairs at Livingston Job Centre Plus on 8 May from 10 – 1 and at Bathgate Job Centre Plus on 9 May from 10 -2. HMRC will be attending.  |
| Timpson’s offer free dry cleaning of clothes for interview. This offer is open to people who are unemployed and seeking work. You don’t need a voucher, just ask at the counter to get the deal. There currently isn’t an end date to this offer and it is running in every store that has dry cleaning facilities – about 300 stores across the UK. For more information, please see <https://bit.ly/2YXka1b>.  |
| Charlie Miller in Edinburgh accepts applications for their trainee hairdressing positions all year. For more details see <https://bit.ly/2JdVsAy>. |
| At college? Cala Homes offers placements during college holidays. Please contact a member of the HR Team by emailing careers@cala.co.uk outlining your preferred location and length of placement - <https://bit.ly/2zaFt3y>. |
| DBM Construction in Bathgate accept speculative CVs – <http://bit.ly/2Prj4X7>  |

Vacancy Notice: Modern Apprenticeship Opportunities Heartlands, West Lothian

Oil States is committed to a policy of training and development of young engineers through the Modern Apprenticeship programme and is looking to recruit six Apprentices in the summer of 2019: four at Heartlands and two at Aberdeen.

These positions are for a full Modern Apprenticeship programme culminating in the attainment of an SVQ Level 3, SVQ Level 3 and an Academic qualification. On completion of the programme successful candidates would achieve fully qualified status.

Apprenticeship Opportunity

Oil States Industries, a subsidiary of Oil States International (NYSE: OIS), is a major global provider of integrated energy systems and solutions. We enable our customers to build, operate and maintain high-yield offshore fields, tying it all together, from beginning to end, with solutions for the most demanding environments. With leading-edge technologies and unsurpassed technical expertise, we deliver reliable, cost-effective solutions to meet drilling and workover, production, lifting and mooring challenges. We also serve customers in the onshore, marine and industrial markets.

Heartlands Business Park, Whitburn, West Lothian

Four apprentice opportunities in the following disciplines:

1. CNC Machining

2. Welding & Fabrication

3. Fitting & Assembly

Entry qualifications: Nat 5 or above in Maths, English, a Science subject and/or a Technical subject. A technical/mechanical-based hobby or pastime would be an advantage.

To apply, contact EKGTA, Tel: 01355 229985 or apply online via www.ekgta.com and click on “Apprenticeships” tab.

Closing date for application is Friday, 17th May 2019.