**Snippets Bulletin**

19 April 2020

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.

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| New! Apprentice Plant Maintenance Engineer, Carrier Rentals, Turnhouse, Edinburgh - <https://jobs.carrier.com/job/-/-/29289/15738688> |
| New! Supply Order Entry Clerk, IQVIA, Livingston - <https://bit.ly/3cq7E0b>. Full-time 9-5. |
| New! Client Care Adviser, Vets4Pets, Livingston - <https://bit.ly/3csc1Id>. This job can be full or part-time. |
| New! Apprentice Labourer/Plasterer, Jarvey Stone, Whitburn - <https://www.dyw-wl.com/jobs-board/apprentice-labourer4775655>. The successful applicant will attend Edinburgh College to learn their trade (plastering) which will be arranged through the Construction Industry Training Board, the apprenticeship lasts for four years after which the applicant will achieve an SVQ Level 2 (plastering). Staff need to be in the yard in Whitburn by 6am Mon-Fri. As there is very little public transport at this time, applicants should either stay locally or have a reliable means to get to work. Closing date end of May. |
| New! Customer Service Representative – Work From Home, TTEC - <https://ttec.taleo.net/careersection/10020/jobdetail.ftl?job=02NL3&lang=en&src=JB-16062>. Initial 4-week contract. Must have suitable technology at home – see ad for details. |
| New! Home Telephone Interviewer, Ipsos Mori - <https://bit.ly/2K9Dr9A>. Must have suitable technology at home.Apply via Indeed. |
| New! Telephone Interviewer Work From Home, GI Group UK – [https://bit.ly/34JupEV](https://bit.ly/34JUpEV). No experience necessary. Apply via Indeed. |
| New! Mitie has the following vacancies: * Cleaning Operative, Bathgate (full-time) - <https://bit.ly/3cuW444>.
* Cleaning Operative, Broxburn (full-time) - <https://bit.ly/3eCTURV>
* Cleaning Operative, Murieston (part-time) - <https://bit.ly/3bkjY1Z>
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| New! Supply Venue Assistants, Linlithgow Burgh Halls - <https://bit.ly/2VH42jx>. Closing date 26 April.  |
| Warehouse / Parcel Sorters, Livingston - <https://bit.ly/2xtNMKs>. Applicants should be 18+. Recruitment is via Blue Arrow. |
| Temporary Social Work and Social Care opportunities, West Lothian Council. Opportunities based within the following settings:Care for vulnerable older people (ref 202011)Residential care for adults and older people (ref 202022)Support for vulnerable families (ref 202033)Residential Child Care (ref 202044)Support for vulnerable adults (ref 20255)Support with people who have mental health or addiction difficulties (ref 20266)Applicants should be either be SSSC registered or without registration or qualification but with transferable skills and experience and a strong interest in providing personal care and support to vulnerable people.<https://www.westlothian.gov.uk/sw-sc-jobs>  |
| Morrisons is looking for the following staff:* Customer Assistant, Dedridge, Livingston. Part-time, temp - <https://apply.morrisons.jobs/vacancies/40207/customer-assistant.html>
* Customer Assistant, Dedridge, Livingston . Part-time permanent - <https://apply.morrisons.jobs/vacancies/40178/customer-assistant--home-delivery.html> and

<https://apply.morrisons.jobs/vacancies/40177/customer-assistant.html>  |
| Apprentice Supply Chain Operative with the Royal Signals (Army) – [https://bit.ly/2X70Maw](https://bit.ly/2X70MAw)  |
| Forecourt Cleaning Operative, Livingston. Recruitment is via Cordant People who are recruiting for a local supermarket chain - <https://cordantpeople.com/job/forecourt-cleaning-operative-2/>.  |
| Warehouse Cleaning Operative, Livingston. Recruitment is via Cordant People. Applicants must be 18+ due to hours worked. Must have own safety boots - <https://cordantpeople.com/job/warehouse-cleaning-operatives-immediate-starts/>  |
| Hospitality Unite is currently advertising:Catering Assistant, Tippethill, BathgateCare Assistant – Murrayside, EdinburghNew! Care Assistant, Lauder Lodge, EdinburghNew! Care Assistant, Cairdean, EdinburghNew! Strawberry Picker, LevenNew! Catering Assistant, Cairdean, EdinburghNew! Fulfilment Associate, Amazon, Dunfermline<https://harri.com/hospitalityunite> (this link will take you to the general search page). |
| West Lothian Council is advertising the following vacancies: * Supply Care Home Domestic (house, kitchen, laundry) - <http://bit.ly/2Yoij9h> - PVG check will be carried out. Must have previous experience. Closing date 28 June 2020.
* Supply Cook / Assistant Cook - <http://bit.ly/3a648rj> - Must be qualified to City and Guilds 706/1-2 and have previous cooking experience. Closing date 28 June 2020.
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| Closing Date extended! MacTaggart Scott, Loanhead is currently recruiting Apprentice Production Engineers (welding, maintenance, fitting and machinist). <http://bit.ly/2vpZy7X>. Due to the current Covid 19 situation across the country, the deadline for this job has been extended to the end of May. |
| Trainee or Apprentice Pharmacy Support Staff, Lloyds Pharmacy, Howden Health Centre, Livingston – <https://bit.ly/2Th7Vuo>.  |
| Arthur McKay, Loanhead currently has the following apprenticeship opportunities:* Electrical Apprenticeship – <http://bit.ly/2ORNsej>. Applicants must have sat and passed the SECTT assessment test.
* Heating and Ventilation Apprenticeship – <http://bit.ly/31UH9Mj>.
* Plumbing Apprenticeship – <http://bit.ly/3byAnjH>.
* Data Cabling Apprenticeship – <http://bit.ly/2tTjZJI>.

All opportunities have a closing date of 30 April.  |
| Temporarily closed - Advanced Engineering Apprenticeship, Network Rail. Please register your interest here <https://bavarde.typeform.com/to/YnldtW> to be notified when they are accepting applications again.Applicants must be prepared to stay away from home for part of their training, at Westwood in England and HMS Sultan at Gosport. Accommodation, meals, trips home and safety clothing and equipment will be paid by Network Rail. The rest of the training will take place at a depot close to home.  |
| Hairdressing Apprenticeships, Cheynes, Edinburgh – <https://bit.ly/2tAhqw7>.  |
| Temporarily closed - Sky in Livingston’s recruitment for Customer Sales Apprentices is currently paused. You can register your interest to be notified when recruitment re-opens: <https://careers.sky.com/earlycareers/apprenticeships/#toggle-id-8>.  |
| Hays Travel Apprenticeship Programme now recruiting with opportunities nationwide – <http://bit.ly/38bZyGj>.  |
| UK-Creative (retail vacancy), Apple Store, Princes Street, Edinburgh – <https://apple.co/2NzWD2h>.Full and part-time opportunities available. |
| EY (Ernst Young), Edinburgh is recruiting for the following programmes:* Assurance Apprenticeship Programme (Sept 2020 start) – [https://go.ey.com/2Iwnu6v](https://go.ey.com/2IWnu6v)
* Transactions Business Apprenticeship Programme – <https://go.ey.com/2ppnsgF>
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| Home Carers, 1st Class Care, Livingston Village. Part-time and full-time positions available to care for people aged 16 – elderly. Company will put employees through SVQ 2 if they don’t already have it. To apply, applicants can call into the company office at 5 Fairbairn Place, Livingston Village, phone 01506 412698 or email lynnmcavoy@1stclasscare.co.uk. Applicants need to be 17+.  |
| Home Care Assistants, Care 1 Professional Services Ltd, Glasgow is looking for staff in West Lothian. No qualifications required. Company will pay for PVG. Applicants need to be 18+.If interested, phone Kayleigh or Mary on 0141 222 5796. Interviews will be held in West Lothian.  |
| Temporarily closed - Dalmahoy Hotel and Country Club is currently closed. Recruitment will re-open at a later date. |
| Aldi currently has the following vacancies in West Lothian:* Store Management Apprentice – Houstoun Road Livingston, Bathgate, Linlithgow, Whitburn and Livingston (Almondvale Road)
* Career Starter – Stores, Livingston (Almondvale Road), Bathgate, Linlithgow, Whitburn and Houstoun Road, Livingston.
* Store Assistant –Bathgate and Houstoun Road, Livingston.

<http://bit.ly/2x1u19A> |
| Temporarily closed - McDonalds has closed all restaurants. You can register your interest to become part of the restaurant team in the future. Your application will be held in a talent pool. When a suitable vacancy becomes available, a member of the recruitment team will contact you.<https://people.mcdonalds.co.uk/job-search> |

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

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

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| Closing Date Extended! Apprentice PMO (Project Management Office) Analyst, Bravura Solutions, Edinburgh City Centre – <https://bit.ly/39QxkkY>. Closing date 24 April.Training provider is QA. |
| New! Apprentice Vehicle Parts Person, DAF, Edinburgh - <https://bit.ly/2yFAhI6>. Closing date 13 May.Training provider is Skillsnet.  |
| Finance Apprentice, Edinburgh - <https://bit.ly/2WPtAxm>. Closing date 22 April.Training provider is GP Strategies. |
| Closing Date Extended! Change Analyst Apprentice, M&G, Edinburgh – <https://www.apprenticeships.scot/vacancy-details/?refCode=129520>. Closing date 23 April.Training provider is BPP Professional Education. |
| Closing Date Extended! Apprentice Sales Support Executive, M&G, Edinburgh - <https://bit.ly/3dE4cjV>. Closing date 23 April.Training provider is BPP Professional Education. |
| Closing Date Extended! Software Development (Salesforce) Apprentice, M&G, Edinburgh - <https://bit.ly/3aq0Pvd>. Closing date 30 April.Training prover is QA. |
| Closing Soon! Software Development Graduate Apprenticeship, Solar Winds, Edinburgh - <https://bit.ly/2xu4dX9>. Closing date 23 April.Study - BSc (hons) Software Development at Napier University. |
| Closing Soon! Information Technology Assistant, ATOS, Livingston - <https://bit.ly/3awygfG>. Closing date 23 April. Training provider is QA. |
| Closing Soon! Apprentice Plant Fitter, Balfour Beatty, Shotts – <https://www.apprenticeships.scot/vacancy-details/?refCode=128819>.Closing date 21 April.Training provider is CITB. |
|  Closing date extended! Service Desk Analyst Modern Apprentice, Baillie Gifford, Edinburgh - <http://bit.ly/38UQbuT>. Closing date 15 May.Training provider is QA. |
| Closing date extended! Apprenticeship in Hospitality, Sheraton Grand Hotel and Spa, Edinburgh and other hotels in Scotland (see website for details) - <http://bit.ly/2HGq2od>. Closing date 7 June.Training provider is Training Matters.  |
| Carousel Training has numerous childcare apprenticeships advertised throughout Lothian region. Check [www.apprenticeships.scot](http://www.apprenticeships.scot) for more information.  |

RAF Apprenticeships

The RAF is closely monitoring the Coronavirus (COVID-19) situation as it unfolds and are continuing to follow the latest Government advice. To keep everyone as safe as possible during this time, they have decided to adjust their recruitment process. All face-to-face visits to Armed Forces Careers Offices are now suspended and some stages of the recruitment process are on hold but please be reassured all applications remain ‘live’.

The RAF Recruitment Team

<https://www.raf.mod.uk/recruitment/afco-covid19>

Army

The army is still accepting applications, but have made some temporary changes to their recruitment process:

[https://apply.army.mod.uk/covid19https://apply.army.mod.uk/covid19](https://apply.army.mod.uk/covid19)

The army offers the following apprenticeships:

Public services and health • engineering • telecommunications • animal care • IT • logistics • construction • business admin • <http://bit.ly/2IN3lQa>

Royal Navy

At this time the Naval Service Recruitment process continues to operate, however some areas of the process will be adapted to ensure that they meet Government guidance.

There are 64 different types of apprenticeships available in the Royal Navy. The following roles are currently being recruited for with a high priority, but there’s many more to choose from:

Communications information systems specialist • communications information systems specialist (submariner) • Engineering technician (weapon engineering – submariner) • warfare specialist (submariner)

<http://bit.ly/2ZnE5Fw>

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://careers.edinburghairport.com/careers/> * Line Chef, various front and back of house roles – All Bar One
* General Catering Assistant – Alpha LSG Ltd
* Various positions available – Body Shop
* Rental Service Agent – Europcar
* Kitchen and Bar Positions – Wetherspoons
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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 vacancies
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The Prince’s Trust – [www.princes-trust.org.uk](http://www.princes-trust.org.uk)

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| No local opportunities.  |

Agencies

Check websites for current vacancies

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| Blue Arrow, Lennox House, Almondvale Boulevard, Livingston, EH54 6QP. Tel 01506 412229.Applicants must be 18+. <http://bit.ly/2k9nEOG>  |
| Connect Appointments, Houstoun Interchange in Livingston - 01506 449944. Applicants must be 18+.<https://www.connectappointments.co.uk/>  |

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 vacancies available at the moment
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Useful to Know

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| **ITA Closed** The Individual Training Account scheme is currently closed to new applicants. Skills Development Scotland is currently working with Scottish Government to explore options for the year ahead, subject to budget. Please check [www.myworldofwork**.co.uk**](http://www.myworldofwork.co.uk) for updates. |
| Scottish Power Pre-Apprenticeship Programme, Edinburgh College, Midlothian. Applications now open - <http://bit.ly/3634XOL>  |
| 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>.  |
| Edinburgh Zoo is currently looking for public engagement volunteers and education volunteers - <http://bit.ly/2AZBTKK>. Recruitment and induction dates will take place in March, May and September.  |
| 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>  |
| Young Carers Grant: New benefit for Young Carers aged 16-18 in Scotland - <https://bit.ly/2sHSsKj>  |
| **National Minimum Wage and National Living Wage rates** <https://checkyourpay.campaign.gov.uk/#are_you_under_25_>The hourly rate for the minimum wage depends on your age and whether you’re an apprentice. You must be at least [school leaving age](https://www.gov.uk/know-when-you-can-leave-school) to get the National Minimum Wage and aged 25 to get the National Living Wage - the minimum wage will still apply for workers aged 24 and under.**Current rates** These rates are for the National Living Wage and the National Minimum Wage. The rates change every April.

| **Year** | **25 and over****Living Wage** | **21 to 24****Min Wage** | **18 to 20****Min Wage** | **Under 18****Min Wage** | **Apprentice****Min Wage** |
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| April 2020 | £8.72 | £8.20 | £6.45 | £4.55 | £4.15 |

**Apprentices**If you are in your first year of your apprenticeship then you are legally entitled to at least the apprenticeship National Minimum Wage of £4.15 per hour.If you are aged 19 or over and have completed the first year of your apprenticeship, then you are legally entitled to at least the National Living and Minimum Wage rates relevant to your age group. |