**Snippets Bulletin**

**7 June 2021**

The opportunities listed here have been sourced to be particularly suitable for school and college leavers looking for apprenticeships and entry level jobs. Any websites mentioned may have other opportunities suitable for a wider age range or more experienced applicant.

Do you need help to apply for any of these opportunities? If so, please phone 01506 434249 to speak to one of our advisers.

This bulletin is updated on a weekly basis.

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| New! Business Administration Apprentice, Ashwood Scotland, Livingston - <https://bit.ly/3cb5vI4>. Closing date 21 June. |
| Closing soon! Apprentice Mechanical Engineer, Harley Haddow, Princes Street, Edinburgh - <https://bit.ly/3fY4VzD>. Closing date 11 June. |
| New! Apprentice Structural Steel Plater, Miller Fabrications Ltd, Wishaw - <https://bit.ly/3igOikq>. |
| New! Temporary Warehouse Worker, Camperco Shop/Apollo Tourism and Leisure Ltd, Broxburn - <https://indeedhi.re/3ijBY2V>. |
| New! Apprentice Customer Service Adviser, QA Vehicle Solutions, South Gyle, Edinburgh – <https://bit.ly/3yZL0YD>. Closing date 29 June. |
| New! Toni Macaroni’s, Almondvale Crescent, Livingston has the following opportunities: -   * Kitchen Porter - <https://indeedhi.re/3uY4FoA>. * Experienced Front of House / Bar Staff - <https://indeedhi.re/2T8OgQQ>. * Experienced Chefs of all levels - <https://indeedhi.re/3uW0Obx> * Experienced Waiting Staff - <https://indeedhi.re/3pr0Kzs>. |
| New! Customer Assistant, Vue Cinema, Livingston Designer Outlet - <https://bit.ly/3fYmX4I>. |
| New! Apprentice Parts Adviser, People’s Ford, Edinburgh - <https://bit.ly/2SWMWR1>. Closing date 30 June. |
| New! Kitchen and Soft Play Associate, The Hive Soft Play, Bathgate - <https://indeedhi.re/3im45hH>. |
| New! Sales Assistant, Fred Perry, Livingston Designer Outlet - <https://bit.ly/3gfGIDU>. 16 hours. |
| New! Retail Sales Assistant, Sole Trader, Livingston Designer Outlet - <https://indeedhi.re/3uYxilJ>. |
| New! Sales Assistant, Dunelm, Almondvale Business Park, Livingston - <https://bit.ly/3wXvH0T>.  16 hours. Closing date 16 June. |
| New! Retail Associate, New Balance, Livingston Designer Outlet - <https://bit.ly/3fWIQ4t>. |
| New! Sales Associates, Skechers, Livingston Designer Outlet - <https://bit.ly/3inOq1E>. |
| New! Team Member, Pizza Hut, Livingston Designer Outlet - <https://bit.ly/3xf5pYf>. |
| New! Store Colleague, Pets at Home, Almondvale Retail Park, Livingston - <https://bit.ly/3izhEe7>. 16 hours. |
| New! Business Administration Apprentice, HB Projects, Livingston - <https://bit.ly/34G6ADL>. Closing date 28 June. |
| New! Apprentice Software Engineer, Lloyds Banking Group, Edinburgh - <https://bit.ly/34Jc68t> |
| New! Part-time Sales Stylist, Levi Strauss and Co, Livingston Designer Outlet - <https://bit.ly/34GQE40>. |
| Closing soon! Apprentice Healthcare Support Worker, NHS Lothian – <https://bit.ly/3fZbKQc>. Closing date 11 June. |
| New! Apprentice Heavy Vehicle Service Technician, Volvo Truck and Bus, Broxburn - <https://bit.ly/3fZbYqw>. Closing date 29 June. |
| Front of House, Nando’s, Livingston - <https://bit.ly/3fMM2i1>. |
| Sortation Operative, Amazon, Livingston - <https://sforce.co/3fPlcWn>. Recruitment is via Adecco. |
| Apprentice Engineer, Jungheinrich, Falkirk. Please see vacancy at end of bulletin for full details. |
| Sales Assistant, Pandora, Livingston Centre - <https://go.pandora.net/3fQYWvg>. |
| Next in Livingston currently has delivery assistant, sales consultant and sales co-ordinator opportunities - <https://bit.ly/3fNX4nd> (link to search page). |
| Apprentice, Kwik Fit, Saughton Road North, Livingston - <https://bit.ly/2ThImgp>. |
| Graduate Apprenticeship – Digital Marketing and Development Assistant, PolyDigi Ltd Edinburgh - <https://bit.ly/3wCowuH>. Closing date 30 June. |
| Visitor Engagement Volunteer, Five Sisters Zoo, West Calder  Role – Visitor engagement volunteers help to enhance the visitor experience and ensure that a positive message is spread to visitors about conservation.    Duties include:   * Being placed around the park at exhibits and near walkthrough exhibits. Giving information (for example info about conservation projects/partners) to visitors walking around the zoo. * Assist visitors with directions (to toilets, exits, exhibits etc). * Exhibit various biofacts at appropriate locations around the zoo. * Assist with litter picks around the zoo and other tasks such as window cleaning (when appropriate). * Report any issues they observe to the volunteer coordinator (or another member of staff – if appropriate).   Applicants must be 16 or over, friendly, outgoing and confident when speaking to a wide range of people. Must be reliable and a good timekeeper. Have a passion for animals and wildlife conservation.  It is hoped that volunteers can commit to one day a week. However, applicants will also be considered from applicants who can commit to only a couple of days per month. A basic disclosure check is required and the cost of this will be met by the applicant. Training provided.  To apply, please send your CV and a covering letter stating why you want to get involved to adam@fivesisterszoo.co.uk\* |
| Apprentice Machinist / Welder / Technician at Deans Engineering and Livingston Precision. Please see vacancy at end of this bulletin. Closing date 30 June. |
| Modern Apprentice: Spirit and Operations Production Associate, Glenmorangie, Livingston - <https://indeedhi.re/3vSbB8h>. |
| John Bean Technologies Ltd, Kirkton South Road, Livingston has the following opportunities: -  Apprentice Welder/Fabricator - <https://bit.ly/34F\9vfC>.  Apprentice Manufacturing Engineer - <https://bit.ly/3wKyf2g>  Apprentice Electrician - <https://bit.ly/3c86k4s>  Closing date for all opportunities is 29 June. |
| Part-time Personal Assistant (Personal Care), Livingston - Personal Assistant required to allow young male adult to access education and social opportunities, some personal care tasks will be required. Start date 2 August. Please submit CV in the first instance via DWP website. Interviews will be held via zoom Call. <https://bit.ly/3oUeJOe>. Closing date 22 June. |
| Part-time Sales Teammate, Under Armour, Livingston Designer Outlet - <https://undrarmr.co/3wuxnih>. |
| Painting and Decorating Apprentice, George Nicolson (Decorators) Ltd, Leith, Edinburgh - <https://www.nicolson.co.uk/apprenticeships-2021/> |
| Advanced Engineering Apprenticeship (CNC Machining), Science and Technology Facilities Council, Edinburgh - <https://bit.ly/3u7tduS>. |
| Nat West in Edinburgh has the following apprenticeships:  Customer Fraud Apprenticeship – <https://bit.ly/3fy2nHi>.  Edinburgh Project Management Apprentice - <https://bit.ly/2RsfAsW>.  Technology Apprentice - <https://bit.ly/3inQiHK>  Accountancy Degree Apprentice - <https://bit.ly/2S7nXe5>  Finance Apprentice - <https://bit.ly/3cl1i4Q>  Data Analyst - <https://bit.ly/34Y8DDf> |
| Free Online Event!  West Lothian College is set to hold a virtual information day on Thursday 10 June @10am.  The event has been created to give potential students, their friends, and families a chance to find out more about the college and its courses, in the absence of traditional on campus open days.  To get involved, attendees need to register using the online form  [https://wlcollege.onlinesurveys.ac.uk/virtual-information](https://wlcollege.onlinesurveys.ac.uk/virtual-information-event-june-2021?fbclid=IwAR0YWz7D21tKUYvV4CvaU7RO6yMa9xJhOduZVbUgLbkmedIciKfuzVjz120). |
| Eastern Western has the following oppoertunities:   * Apprentice Panel Beater, Accident Repair Centre, Broxburn - <https://bit.ly/2SubX5Q>. * Apprentice Service Technician, Western Mazda, Edinburgh - <https://bit.ly/2T5u7v8> |
| Apprentice Quality Assurance Technician, Tepnel Pharma Services Ltd, Appleton Parkway, Livingston - <https://bit.ly/2S0CcAV>. Closing date 17 June. |
| Apprentice Junior Finance Administrator, Edinburgh - <https://bit.ly/3wbjd5f>. Closing date 16 June. |
| Childcare Apprenticeships available in Linlithgow, Livingston, Currie, Bathgate and Edinburgh. Please see [www.apprenticeships.scot](http://www.apprenticeships.scot) for more details. |
| Part-time Sales Associate, Tommy Hilfiger, Livingston Designer Outlet - <https://bit.ly/3tRXduH>. |
| The following opportunities are available at Sky Watermark:  General Assistant - <https://bit.ly/3tSOHf8> |
| West Lothian Council opportunities currently available:   * Closing soon! Pupil Support Assistant, Ratho Primary School - <https://bit.ly/3giInsv>. Closing date 10 June. * New! Support at Home Service Care Workers - <https://bit.ly/3w0QEYz>. Various locations throughout West Lothian. Closing date 16 June. * Supply Care Home Domestic (house, kitchen, laundry). Various locations throughout West Lothian - <https://bit.ly/2Q2jY10>. Closing date 31 December. * Supply Cook / Assistant Cook. Various locations throughout West Lothian - <https://bit.ly/3sesM19>. Closing date 31 December. * Supply Social Care Support Worker. Various locations throughout West Lothian - <https://bit.ly/3mFNPsf>. Closing date 31 December.   *Please note there are other vacancies on this website that are suitable for applicants with more work experience.* |
| Early Careers Opportunity - Account Executive, Emperor, Edinburgh - <https://emperor.works/careers/early-careers-opportunity-Edinburgh/> |
| Chartered Surveyor Graduate Apprenticeship, J & E Shepherd, Atholl Crescent, Edinburgh - <https://bit.ly/3eB1EG2>. The successful applicants will study towards an honours degree at Napier University. Closing date 25 June. |
| Apprentice Service Technician, Western Mazda, Newbridge - <https://bit.ly/3fdaVD2>. |
| Apprentice Technician, Volvo Truck and Bus - <https://bit.ly/2RdoTgd>. |
| The Mercure Hotel, Livingston has the following opportunity:   * Room Attendant - <https://bit.ly/3g0d6M5>. Closing date 5 July. * Receptionist - <https://bit.ly/3psUQOh>. Closing date 6 July. |
| Restaurant Crew Member, Burger King, Livingston Centre – <https://bit.ly/3wwF3QY>. |
| Line Chef, The Marston Chain Runner Hotel, Almondvale Way, Livingston - <https://bit.ly/2QW2tzF>. |
| Engineering Apprentice, Archer Daniel Midlands, Chancelot Mill, Edinburgh – <https://bit.ly/3dRfaEX>. |
| Youth Members of the Scottish Youth Parliament, Edinburgh.  Expressions of interest are now open for 4 young people (14-25 years) in West Lothian to apply to become Members of the Scottish Youth Parliament (MSYP). The deadline date is 30th June. Applicants should register their interest at [elections.syp.org.uk](https://eur01.safelinks.protection.outlook.com/?url=http%3A%2F%2Felections.syp.org.uk%2F&data=04%7C01%7Clinda.strathdee%40sds.co.uk%7C5f445e454d5149d24cef08d8fffda8a7%7C33ca6d475e4f477484f1696cbb508cbe%7C0%7C0%7C637540812209828058%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=Er0OHO%2B48OXPYrgKbu%2BZNBsnPIxkPxjlufKfFvoPC5s%3D&reserved=0) and depending on where you live you would select either Linlithgow or Almond Valley. There is also a useful video available with further information at **vimeo.com/531689678.** |
| BBC, Glasgow has the following opportunities:   * Journalism Apprentice (Advanced) - <https://bbc.in/324M3Y4> * Production Apprentice (Fast Track), BBC, Glasgow - <https://bbc.in/3mGpT8b>. * Production Management Apprentice (Fast Track) - <https://bbc.in/3a3RET4>. * Software Engineering Degree Apprenticeship - <https://bbc.in/3dWA8B9> |
| Customer Sales Apprenticeship, Sky Tv, Livingston - <https://bit.ly/3fmqcmn>   * Customer Service Advisor (Saturday and Sunday only). Permanent - <https://bit.ly/3v53K64>. * Customer Service Advisor (Saturday and Sunday only). Fixed Term Contract - <https://bit.ly/3cGtXBB> |
| FUSE is a world class retail and hospitality academy setting standards for skills, training, recruitment and career support in Edinburgh, at the new St James Quarter.  It has been established to work across Edinburgh, connecting people to training courses, accredited qualifications, employers and jobs. St James Quarter opens later this year bringing approx. 3,000 new jobs. Current vacancies can be found here: <https://www.edinburghfuse.com/jobs/> |
| Skills for Business Programme. Are you a young entrepreneur aged 16-24? Thinking about setting up your own business? Are you interested in mentorship and a £1000 grant? Then please see further details at the end of this bulletin or email [bgateway@westlothian.gov.uk](mailto:bgateway@westlothian.gov.uk). |
| McDonalds Restaurants currently has vacancies at their Livingston, Bathgate and Newbridge sites  <https://people.mcdonalds.co.uk/job-search> (link will take you to the job search page). |
| The Job Board for Almondvale Centre, Livingston can be viewed by following this link:  <https://www.thecentrelivingston.com/centre-info/jobs> |
| The Job Board for Livingston Designer Outlet can be viewed by following this link:  <https://livingston-designer-outlet.co.uk/careers/> |
| Leadership Through Sport and Business is a social mobility charity that prepares and supports young people from disadvantaged backgrounds into meaningful roles with major firms. They make sure those at risk of under-employment find careers equal to their ambition and ability.  Current opportunities: Nat West Group – Contact Centre, Edinburgh – Applications are welcome from young people who are passionate about customer service.Places will be offered on two-week interactive bootcamps where you will receive employability training and insight into NatWest Group’s contact centre roles, followed by work experience at the bank’s centres. **Successful completion of the bootcamp and work experience will** **guarantee an interview for an apprenticeship.** More details and entry requirements can be found here: <http://bit.ly/2KBXNMv> |
| EGKTA is currently looking for candidates who would like to be considered for apprentice engineering opportunities in the West Lothian area. If interested, please take a look at their website <https://www.ekgta.com/apprenticeships/candidates> and apply using the online application form. Initial training takes place at the EGKTA premises in East Kilbride, then at company premises in West Lothian. All travel costs reimbursed. |
| For vacancies at Aldi stores in West Lothian, please see <https://www.aldirecruitment.co.uk/> |

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| **Community Jobs Scotland**  <https://bit.ly/3mJtORi>  CJS creates placement opportunities for disadvantaged young people who are **unemployed, on Employability Fund programmes or on activity agreements.** Placements can last for either 40 or 26 weeks. Only 16 – 29 year olds **who are in one or more of the following vulnerable groups can be referred** to a Community Jobs Scotland vacancy:   * Young Offenders who are currently in custody and ready for release. * Any unemployed 16 – 29 year old with a criminal conviction (includes Community Payback Orders). * Military Early Service leavers – i.e. those who did not serve their full term of 6 years. * Care Leavers or Care Experienced. * Homeless person (including temporary or unstable accommodation). * Person affected by substance misuse (i.e. alcohol, drugs). * Carer (can also include a Lone Parent). * Person with a disability (includes moderate mental health issues or long-term health conditions). * Person with lower than SCQF Level 5 qualifications (i.e. National 4 or less). * Work Programme completers who remain unemployed. * 16 – 19 year olds currently participating on an Activity Agreement. * Adviser Discretion (which can include people who live in a SIMD area; Lone Parents; Ethnic Minorities; Refugees or Person with immigration status allowed to undertake employment.   Current opportunities:   * Trainee Community Assistant, Kidz-Eco, Livingston (28 hours) - <https://bit.ly/3p74XZ0> * Retail Assistant, Kidz-Eco, Livingston (28 hours) - <https://bit.ly/3bVSYIj> * Warehouse Assistant, River Kids, Broxburn - <https://bit.ly/3nKhDo9> * Reuse and Stock Control Officer, Kidz-Eco, Livingston (28 hours) - <https://bit.ly/3di9VOx> * Farm Trainee, Cyrenians, Kirknewton - <https://bit.ly/3vHarfi> |

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| **Inclusion Scotland**  <https://bit.ly/3rI0JI1>  Inclusion Scotland creates internships in a variety of settings which are exclusively for disabled people   * Communications and Social Media Internship, South West Edibles Estates, Edinburgh - <https://bit.ly/3uF1l2u>. Closing date 7 June. |

RAF Apprenticeships

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

Please be aware that some roles have a slow recruitment process, in some cases this can take over a year to complete. This is because training places for the considerable future have already been allocated. However, the recruitment process for some roles is much quicker because there is a current requirement to fill training places and this can be discussed with your local AFCO by phone. More information can be found here: - <https://www.raf.mod.uk/recruitment/afco-covid19>.

Army

Army assessments and training are still running as planned. The army is still accepting applications, but have made some temporary changes to their recruitment process. For more information please see: <https://apply.army.mod.uk/covid19>.

There is currently priority recruitment for the following roles: ammunition technician • environmental health practitioner • radiographer • cyber engineer • army nurse (you can join as a student nurse) • army musician • HR Specialist • technical support specialist • movement controller • operator technical intelligence • driver communications specialist • veterinary technician • mariner • port operator • supply chain operative • postal and courier operative.

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:

Accelerated apprentice scheme (submariner) • catering services (chef) • catering services (chef) -(submariner) • communications specialist • communications specialist (submariner) • dental nurse •

engineering technician (weapon engineering – submariner) • mine warfare specialist •

Royal Marines commando • warfare specialist (submariner).

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

Jobs at Edinburgh Airport

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| Jobs currently available at Edinburgh Airport can be seen here: <https://careers.edinburghairport.com/careers/>. |

West Lothian Council Steps N2 Work

<https://www.westlothian.gov.uk/article/66016/West-Lothian-Wage-Subsidy-Programme-Job-Search>

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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 |

Agencies

***Some agencies will only accept applications from people aged 18+, so please let them know your age when you contact them so you know right away if they will process your application.***

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| Blue Arrow, Lennox House, Almondvale Boulevard, Livingston, EH54 6QP. Tel 01506 412229.  Applicants must be 18+.  [www.bluearrow.co.uk](http://www.bluearrow.co.uk)  Current Vacancies include:  Production packers and operatives • machine operators • warehouse operatives and pickers • forklift operator • touchpoint cleaner • returns admin • business support |
| Connect Appointments, Houstoun Interchange in Livingston - 01506 449944.  **Applicants must be 18+.**  <https://www.connectappointments.co.uk/>  Current Vacancies in East Central Scotland include:  Production operatives • fruit packer / loaders • Picker/packers • PVC window and door fabricators • warehouse operatives • forklift drivers |
| Whiteclaw Agency, Carmondean, Livingston – 01506 237226  [www.whiteclawagency.co.uk](http://www.whiteclawagency.co.uk)  Vacancies include:  Care assistant (18+) •Kitchen assistant (16+) • Domestic assistant (18+) • Chef / cook (18+)  ***Applicants for all jobs need a PVG. Currently, the cost of this has been waived and is free. Company will countersign applications.*** |

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> |

Useful to Know

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| **Individual Training Accounts**  Get up to £200 towards the cost of a training course with an SDS Individual Training Account (ITA). Use the money to build the skills you need for a job, or get training to take your career to the next level. Whatever you want to do, there's a wide range of ITA approved courses on offer. Because it's not a loan, you don't have to pay it back.  **Applying for your ITA**  Between now and 28 February 2022, Skills Development Scotland will accept up to 28,000 applications for an Individual Training Account.  Start searching for an ITA approved course and apply online:  <https://bit.ly/2ZBLKSW> (restrictions apply). |

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| **Job Start Payment**  **Starting work?** This benefit has been introduced to support 16 to 24 year olds into work. The age limit rises to 25 for care leavers. Applicants need to have been unemployed for six months and in receipt of certain benefits. If your application is successful, you'll get £252.50, or a higher payment of £404 if you are the main carer of any children. This will come in one payment and you do not need to pay this money back.  **What you can spend the payment on:**  The payment is intended to help with the costs of starting a new job.  It's up to you what you spend the money on and the Job Centre does not need to see any receipts. You could use it for things like:   * travel costs, such as a bus or train pass * lunches * new clothes or a uniform * childcare   For more information on this benefit, eligibility criteria and details of how to apply, please see: <https://www.mygov.scot/job-start-payment/>  *Last checked 20 April 2021* |

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| **UK Government Kickstart Scheme**  The Kickstart Scheme provides funding to employers to create job placements for 16 to 24 year olds on Universal Credit.  Managed by DWP, young people who are assessed as work ready but struggling to secure work and at risk of long-term unemployment will be supported by their Jobcentre Plus work coach into opportunities identified on the Universal Job Portal.   The placements run for a period of 26 weeks. It is hoped that the placements and additional training will build work skills and lead to longer term sustained employment.  The government will fully fund each “Kickstart” job, paying 100% of the age-relevant National Minimum Wage, National Insurance and pension contributions for 25 hours a week. Further funding is available for training and support so that young people on the scheme can get a job in the future. The job placements created through Kickstart funding must be new jobs and not replace existing or planned vacancies. For more information, please see: <https://www.gov.uk/government/collections/kickstart-scheme>  *Last checked 20 April 2021* |

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| **Left school?** Skills Development Scotland’s Career Jam webinars support you as you take your next steps.  Careers advisers discuss topics including applying for college, university, online or phone interviews and labour market information.  The sessions are recorded so you can watch them whenever you want.  Episodes available are:  Episode 1 – How your careers adviser can help you  Episode 2 – Interview helps and tips  Episode 3 – Applying for college  Episode 4 – University  Episode 5 – Employment and the labour market  Just keep in mind you won’t be able to ask any questions as they aren’t live.  If you need more advice or support, you can call the SDS helpline on **0800 917 8000**, which is available Monday to Friday, 9am-5pm.  <https://www.myworldofwork.co.uk/school-leaver-webinars>  *Last checked 20 April 2021* |

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| **DYW (Developing Young Workforce) recently broadcast a series of webinars for young people.**  **The DYWUp2U episodes included conversations and Q&As with employers, young people and specialists.**   * **Episode 1. Jobs and apprenticeships. Hear what it’s like to be in a job or apprenticeship, find out what sectors are recruiting and where you can go to find opportunities in your area.** * **Episode 2. College. Hear from young people about their college experience, how you can find courses that interest you and what pathways are available to and from college.** * **Episode 3. University. Find out about the university experience from current students and graduates, hear why employers recruit graduates and what’s involved in the university application process.** * **Episode 4. Training and Volunteering. Find out about the benefits of volunteering and training and how this pathway can support your steps into employment or further education.** * **Episode 5. One Small Step. A motivational broadcast from comedian and keynote speaker, Gavin Oattes.**   **Interested? Watch the episodes on YouTube:** <https://bit.ly/2ENRges>**. There’s also videos available giving information on skills and industry insights.**  Developing Young Workforce Job Board can be accessed here: - <https://www.dyw-wl.com/jobs-board>  *Last checked 20 April 2021* |

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| 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>. |

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| Scottish Canal Volunteers (Forth & Clyde, Union and Crinan Canals).  Volunteers play a vital role in the restoration and renaissance of Scotland’s canals, working with **The Lowland Canals Volunteer Group**to managing and looking after the canals in a sustainable and productive way.  From cataloguing the archive to assisting vessels through lock gates or helping keep canals litter free, there are a huge number of ways to get involved. The projects often involve developing your skills or learning something new, and are a great opportunity for personal development.  To find out how you can get involved, email [volunteers@scottishcanals.co.uk](mailto:volunteers@scottishcanals.co.uk) today. |

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| Edinburgh Zoo Volunteers  Edinburgh Zoo usually look for public engagement and education volunteers.  **However, due to recent Government guidelines surrounding Coronavirus (Covid-19), their volunteer programme is now on hold. Please feel free to complete a volunteer application, but please note that it may be some time before they are able to reopen the volunteer programme and respond to shortlisted candidates.**  <http://bit.ly/2AZBTKK>. |

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| Young Carers Grant  The Young Carer Grant is available for 16-18-year olds who spend an average of 16 hours caring for someone who receives a disability benefit. Young carers can combine the hours they spend caring for more than one eligible person in order to reach the 16 hours a week requirement. For more information and eligibility criteria, please see <https://bit.ly/2sHSsKj> |

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| 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 ratesThese rates are for the National Living Wage and the National Minimum Wage. The rates change every April.   | **Year** | **23 and over**  **Living Wage** | **21 to 22**  **Min Wage** | **18 to 20**  **Min Wage** | **Under 18**  **Min Wage** | **Apprentice**  **Min Wage** | | --- | --- | --- | --- | --- | --- | | April 2021 | £8.91 | £8.36 | £6.56 | £4.62 | £4.30 |   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 £4.30 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.  *Last checked 6 April 2021* |





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| Job Title | Apprentice (Machinist / Welder / Technician) |
| Location | Deans Engineering and Livingston Precision Engineering - Livingston |
| Job Type | 4 Year Apprenticeship (up to 6 Apprenticeships available) |
| Extra detail | These opportunities are focused on Machinist, Welder and Technician roles and candidates will have the opportunity to discuss their area of interest should they get to interview stage.  The apprenticeships are fully funded in partnership with training provider EDETA and the local college.  Salary is dependent on age with interviews and a mechanical aptitude test taking place over the summer. The positions will commence in Sept 2021.  **Closing Date for Applications: Wednesday 30th June** |
| Job overview | The first year will be spent 60% of the time at college studying for an ONC, 40% will be spent hands on in the businesses learning aspects of the role from skilled tradesmen.  Year two sees a continuation of college at 2 days per week, the completion of the ONC and further hands-on experience. At this point craft apprentices may elect to continue within the business, while others will be given the opportunity to extend the learning on day release to an HNC level.  In years 3 & 4, the apprentice will spend the workshop time, specialising in the final discipline they are likely to follow once time served. All apprentices that have successfully completed the process have been offered a full-time role in the business. |
| Skills required/desired | A strong grasp of Maths and a technical aptitude will benefit the right candidate. Attitude and a willingness to learn are key, with strong timekeeping and attendance mandatory. |
| Qualifications | National qualification in Maths combined with a technical subject is preferred |
| Any other relevant information | A paid one-week experience is on offer, allowing both sides an extended opportunity to know the other – before the interview and aptitude test – subject to the appropriate social distancing rules. |
| How to apply | Apply in writing, enclosing a CV and your reasons for wanting to undertake an apprenticeship to:  alankay@deansengineering.co.uk |

**Apprentice Engineer, Jungheinrich, Falkirk**

**Pay:** £16,000 per annum. Start date Sept 2021.

**Base:** The apprentice will work within a field capacity (on the road) as well as one of the main RDCS at ASDA (Falkirk FK1 1JT) during their apprenticeship.

**Duties:**

* Preventative maintenance and repair of materials handling and ancillary equipment
* Accurately complete time sheets
* Manage and control parts stock
* Build customer relationships through good levels of communication, ensuring customer expectations are met in line with contractual obligations
* Ensure all company and customer health and safety procedures are met
* Identify sales leads for the Jungheinrich range of equipment and After Sales products
* Act as a Company Ambassador at all times
* Accurate recording and completion of your Apprenticeship 20% off the job training hours.

In addition to the duties and responsibilities listed, the job holder may be required to perform other duties assigned by the Area Service Manager.

**Role Purpose:**

* You will maintain a wide range of equipment from basic manually operated pallet trucks, up to highly complex, fully automated storage and retrieval systems. This will involve a multitude of engineering fault and diagnostics on a wide range of our products.
* Being an engineer in Jungheinrich will require you to engage with customers on a daily basis so you will need to have good verbal and listening skills as well as coming across in a confident manner with a ‘can do’ attitude.
* You must have a passion for engineering and maintenance and need to be motivated and committed to succeed and learn, taking ownership for your own development.

Demonstrating a willingness to learn and develop as you will be completing a [Lift Truck Powered Access Engineering Technician](https://www.instituteforapprenticeships.org/apprenticeship-standards/lift-truck-and-powered-access-engineering-technician/) level 3 apprenticeship

**Competencies Required:**

* Able to take instruction and learn quickly
* Able to work as part of a team
* Able to work under pressure
* Good verbal & Listening skills
* Organised
* Comes across in a confident manner
* Motivated, enthusiastic with a can do attitude
* Review of CV/ telephone Interview screening
* Must have an interest in engineering & maintenance
* Willingness to learn & develop
* Motivated & committed to succeed on App Programme
* Good proficiency of IT skills, including most Microsoft packages

**Role Requirements:**

* Participate fully on the training programme. This apprenticeship will require travel to North Warwickshire and Hinckley College in Leicestershire 6-8 weeks of the year. All training, tools and uniform are provided, with travel costs and accommodation whilst away from home also covered by the company.
* Take ownership of your development and demonstrate this through maintaining your logbooks and college work,
* Develop a full understanding of Jungheinrich’s structure and business functions,
* Attend relevant courses in order to develop in your engineering role,
* Ideally, applicants will have a full driving licence but there is a little bit of leeway around this: If an application is received from an exceptional candidate there could be the option of allowing them six months from their start date to achieve their licence.

**Qualifications Required:**

Minimum entry requirements are National 5 graded A-C in Maths, English and one other subject.

**Apply**

Please email your CV to [ben.quartermain@jungheinrich.co.uk](mailto:ben.quartermain@jungheinrich.co.uk).