**Snippets Bulletin**

**16 August 2022**

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.

This bulletin is sent to young people looking for work, training providers, voluntary organisations, schools and colleges, West Lothian Council and many other organisations. If you would like to be added to the circulation list or need help to apply for any of the opportunities shown below, please phone 01506 434249 to speak to an SDS adviser.

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| SCOTMID / CO-OP:   * New! **Customer Service Assistant,** Bo’ness - [see here.](https://scotmid.coop/job/customer-service-assistant-boness-branch-0184/?business=all&location=West+Lothian&job-type=all) 16 hours. Closing date 4 September. * New! **Customer Service Assistant,** Bathgate - [see here.](https://scotmid.coop/job/customer-service-assistant-bathgate-branch-0169-2/?business=all&location=West+Lothian&job-type=all) 16 hours. Closing date 26 August. * New! **Customer Service Assistant,** Heartlands - [see here.](https://scotmid.coop/job/customer-service-assistant-heartlands-branch-0196/?business=all&location=West+Lothian&job-type=all) Various full and part-time hours available. Closing date 19 August. * New! **Customer Service Assistant (food to go counter),** Bo’ness - [see here.](https://scotmid.coop/job/customer-service-assistant-food-to-go-counter-boness-branch-0184/?business=all&location=West+Lothian&job-type=all) 16 hours. Closing date 19 August. * New! **Customer Service Assistant,** Livingston - [see here.](https://scotmid.coop/job/customer-service-assistant-livingston-branch-0168-2/?business=all&location=West+Lothian&job-type=all) 16 hours. Closing date 19 August. |
| NORTON HOUSE HOTEL, Newbridge:   * New! **Casual Food and Beverage Member** - [see here.](https://www.handpickedcareers.co.uk/Vacancy/index.htm?id=ho%2B0gBSUbmcyDON8YnNGJA%3D%3D) * New! **Commis Chef** - [see here.](https://www.handpickedcareers.co.uk/Vacancy/index.htm?id=1tSAy72JWFkyDON8YnNGJA%3D%3D) * New! **Events Assistant** - [see here.](https://www.handpickedcareers.co.uk/Vacancy/index.htm?id=CxHk6tWxz7wyDON8YnNGJA%3D%3D) * New! **Food and Beverage Assistant** - [see here.](https://www.handpickedcareers.co.uk/Vacancy/index.htm?id=TZY4QcH%2BzAgyDON8YnNGJA%3D%3D) * New! **Housekeeping Assistant (part-time)** - [see here.](https://www.handpickedcareers.co.uk/Vacancy/index.htm?id=D89CDiwa7dwyDON8YnNGJA%3D%3D) * New! **Room Attendant (part-time)** - [see here.](https://www.handpickedcareers.co.uk/Vacancy/index.htm?id=DZi6wtu5SVoyDON8YnNGJA%3D%3D) |
| WHITBREAD:   * New! **Front of House**, Deer Park Beefeater, Livingston - [see here](https://www.whitbreadcareers.com/job-details/781084-1629/front_of_house). 16 hours. * New! **Kitchen Team Member**, Deer Park Beefeater, Livingston - [see here.](https://www.whitbreadcareers.com/job-details/781087-1629/team_member_-_kitchen) 30 hours. * New! **Grill Chef**, Deer Park Beefeater, Livingston - [see here.](https://www.whitbreadcareers.com/job-details/780224-1629/grill_chef) 35 hours per week, including weekends. * New! **Front of House**, Premier Inn, Bathgate - [see here.](https://www.whitbreadcareers.com/job-details/774077-1629/front_of_house) 32 hours per week. |
| New! **Apprentice Specialist Tyre Fitter**, Halfords, Broxburn - [see here.](https://www.apprenticeships.scot/vacancy-details/?refCode=146130) Closing date 24 September. |
| New! **Customer Service Advisor,** Sanisbury’s Bank, Lochside (at the Gyle), Edinburgh - [see here.](https://sainsburys.jobs/search-apply/customer-service-advisor-561601/) Hospitality, retail, travel or customer service experience preferred. |
| New! **Apprentice Lab Technician,** Reventus, Kirkton Campus, Livingston - [see here.](https://uk.indeed.com/jobs?q=apprentice%2C+trainee%2C+junior&hl=en&from=ja&l=Livingston&radius=25&alid=5cd2b0d90cf7333039286fd7&tmtk=1ga9431i0hu9i806&utm_campaign=job_alerts&utm_medium=email&utm_source=jobseeker_emails&of=1&fr=t&vjk=cbe3117ebcdee213) |
| **Trainee Receptionist (customer service),** Flying Scot, Edinburgh Airport - Job will be 8 hours per day, 5 days a week. There will be a one month trial paying £4.81 per hour then employer will increase pay to £7.50.  Duties include reception, sales, computer tasks. To travel to the Flying Scot at the airport, you can get the airport bus to the terminal, then transfer to the Flying Scot shuttle bus which runs every ten minutes. Anyone interested should email their CV to [patricia@flyingscotedinburgh.com](mailto:patricia@flyingscotedinburgh.com) or phone Jessica on 07580350613. |
| **Helpdesk Support Apprentice,** Heat and Control, Starlaw Park, Livingston - [see here.](https://qaapprenticeships.kallidusrecruit.com/vacancyinformation.aspx?vguid=30b9c01b-f2fd-481c-b4e0-f2bfeeded55b) Closing date 25 August. |
| **Part-time Customer Advisor,** Pavers, Livingston Designer Outlet - [see here.](https://careers.pavers.co.uk/job/270584) 12 hours. Training provided. Closing date 16 September. |
| **Business and Admin Apprentice,** Eczema Outreach Support, Linlithgow – [see here.](https://www.apprenticeships.scot/vacancy-details/?refCode=145865) Closing date 21 August. |
| **Seasonal Sales Assistant,** Calvin Klein, Livingston Designer Outlet - [see here.](https://careers.pvh.com/global/en/job/R32320/Seasonal-Sales-Associate-Calvin-Klein-Livingston) Previous hospitality or retail experience required. 8 hours. |
| **IT Refurbishment Apprentice,** Pure IT Refurbishment, Livingston - [see here.](https://qaapprenticeships.kallidusrecruit.com/vacancyinformation.aspx?vguid=ab1028e0-0e7d-44b7-a998-00bba9096ddd) Closing date 22 August. |
| **Apprentice Light Vehicle Technician,** Western Commercial Mercedes Benz, Broxburn - [see here.](https://www.apprenticeships.scot/vacancy-details/?refCode=145118) Closing date 31 August. |
| **Apprentice Social Media and Information Manager**, DFYNE, Livingston - [see here.](https://www.apprenticeships.scot/vacancy-details/?refCode=145346) Closing date 30 August. |
| **Apprentice Facilities Operative,** Mears, Livingston - [see here.](https://www.apprenticeships.scot/vacancy-details/?refCode=145586) Closing date 19 August. |
| **Front of House Team Member (full-time and part-time),** Wagamama, Livingston - [see here](https://wagamama.ats.emea1.fourth.com/vacancies?id=16241). |
| **Apprentice Service Adviser,** Audi Lookers, Bankhead Drive, Sighthill, Edinburgh - [see here.](https://www.apprenticeships.scot/vacancy-details/?refCode=145958) Closing date 5 September. |
| **Apprentice Audio Visual Installation and Integration Engineer,** George Watson’s College, Edinburgh - [see here.](https://qaapprenticeships.kallidusrecruit.com/vacancyinformation.aspx?vguid=e559843e-8e15-42b2-b1d5-970e9c007689) Closing date 24 August. |
| **Apprentice Cabinet Maker,** Bespoke Interiors, Broxburn - [see here.](https://uk.indeed.com/jobs?q=apprentice&l=livingston&start=10&vjk=5a638877afbf43bf&advn=9320022789221650) |
| **Service and Maintenance Apprentice,** Atalian Servest, Livingston - [see here.](https://uk.indeed.com/jobs?q=apprentice&l=livingston&start=10&vjk=0bfffa1e57326567) |
| **Graduate Apprenticeship – Early Years,** Bright Horizons, Livingston - [see here.](https://brighthorizons.wd5.myworkdayjobs.com/en-US/External-UnitedKingdom/job/Livingston-Livingston-EH54-9EY/Graduate-Apprentice---Early-Years_JR-062785?source=INDEED) Applicants must have BBBC at SQA Higher (or equivalent) plus English at least Nat 5. Other qualifications will be accepted. Please see company ad for more details. |
| **Line Chef,** Rowan Tree, Armadale - [see here](https://www.marstonscareers.co.uk/vacancies/19682/line-chef.html). |
| LIVINGSTON (MECHANICAL AND ENGINEERING SPECIALISTS):   * **Air Conditioning Apprentices / Trainees -** [see here.](https://www.livingstonme.co.uk/work-with-us/careers/our-vacancies) * **Plumbing Apprentices** - [see here.](https://www.cv-library.co.uk/job/217221557/Plumbing-Apprentice?s=103457) |
| Closing soon! **Digital Applications Apprentice,** Subcold, Livingston - [see here.](https://qaapprenticeships.kallidusrecruit.com/VacancyInformation.aspx?VId=80606&m=p&source=indeed&source=indeed&utm_source=Indeed&utm_medium=organic&utm_campaign=Indeed) Closing date 19 August. |
| HOME BARGAINS:   * **Store Team Member,** Thistle Retail Park, Broxburn - [see here.](https://jobs.homebargains.co.uk/detail/15918/store-team-member-a699---thistle-retail-park--east-main-street--broxburn) Closing date 20 August. * **Store Team Member,** Whitburn Road, Bathgate - [see here.](https://jobs.homebargains.co.uk/detail/15988/store-team-member-a211---whitburn-road--bathgate) Closing date 26 August. |
| **Procurement Modern Apprentice,** Forestry and Land Scotland, Edinburgh - [see here.](https://www.civilservicejobs.service.gov.uk/csr/jobs.cgi?vxsys=4&vxvac=227203&utm_source=indeed.com&utm_medium=free) Closing date 24 August. |
| DALMAHOY GOLF AND COUNTRY CLUB, near Kirknewton**:**   * **Kitchen Porter** * **Reservations Agent** * **Restaurant Reservations Agent** * **Receptionist** * **Guest Room Attendant** * **Commis Chef – Apprenticeship Opportunities** * **Pastry Chef** * **Linen Porter** * **Golf Membership Sales Advisor** * **Food and Beverage Attendant** * **Room Service Runner** * **Conference and Banqueting Attendant**   To apply online, please see: <https://www.dalmahoyhotelandcountryclub.co.uk/careers/> |
| **Apprentice** **Light Vehicle Technician,** Motortune, Shotts – [see here.](https://www.apprenticeships.scot/vacancy-details/?refCode=145168) Closing date 31 August. |
| **Start your career in IT – with support from Google!** Develop in demand digital support skills for free. Courses will run from 22 August until 30 September and you will receive a Google IT support certificate on successful completion of the course. To apply, please contact [Stephanie.carney@princes-trust.org.uk](mailto:Stephanie.carney@princes-trust.org.uk) or give her a call on 07583101530. |
| **Apprentice Vehicle Paint Technician,** company confidential, Broxburn - [see here.](https://careers.gtg.co.uk/job/apprentice-vehicle-paint-technician-12935.aspx) Initial recruitment will be carried out by GTG. |
| **Apprentice Vehicle Parts Advisor,** AM Phillips Trucktech, Broxburn - [see here.](https://www.apprenticeships.scot/vacancy-details/?refCode=145005) Closing date 30 August. |
| **Apprentice Vehicle Parts Advisor,** MAN Truck and Bus, Broxburn - [see here.](https://www.apprenticeships.scot/vacancy-details/?refCode=145009) Closing date 31 August. |
| **Station Gateline Customer Service Assistants,** Scotrail, Bathgate - [see here.](https://apply.scotrail.co.uk/vacancies/1339/) Closing date 27 August. |
| **Traineeship Programme** **– school and college leavers,** abrdn, Edinburgh - [see here.](https://abrdn.wd3.myworkdayjobs.com/en-US/abrdn/job/Edinburgh/Traineeship-Pogramme-Edinburgh---School-or-College-Leavers_R0069046) This company deals with global investments. |
| AK STODDARTS, Broxburn:   * **Trainee Butcher** - [see here.](https://uk.indeed.com/jobs?q=stoddart&l&vjk=2d13f7f462b55825&advn=6883473804233352) * **Packing Operative** - [see here.](https://uk.indeed.com/jobs?q=stoddart&l&advn=6883473804233352&vjk=36b0bdf3620c3446) * **Intake Operative -** [see here.](https://uk.indeed.com/jobs?q=stoddart&vjk=06cfb641d18fb289) |
| **NATWEST in Edinburgh:**   * **Customer Service Apprenticeship (Fraud Operations)** - [see here.](https://jobs.natwestgroup.com/jobs/9369233-customer-service-apprenticeship-fraud-operations) * **Software Developer Apprentice -** [see here.](https://jobs.natwestgroup.com/jobs/9368957-software-developer-apprenticeship)   Recruitment is also taking place via Leadership through Sport and Business, a social mobility charity that prepares and supports young people from disadvantaged backgrounds into meaningful roles with major firms. Please [see here](https://ltsb.charity/digital-apprenticeships/#1557504373936-12b379b8-44fb) and [here](https://ltsb.charity/contact-centres/#1584114066787-df4c0941-f26f) for more information. |
| **Register your interest to launch your career in IT Support!** Generation UK offers an eight week remote learning programme where you will learn how to diagnose and resolve hardware issues and configure and install networks and operating systems.  Restrictions apply - [See here](https://uk.generation.org/scotland-itsupport/) for more information and to register your interest for the next programme. |
| **MITSUBISHI ELECTRIC, Livingston:**  Mitsubishi manufacture ventilation systems and take on production operators on a very regular basis. If this type of work interests you, pop along to their premises at Nettlehill Road, Houstoun Industrial Estate, Livingston, EH54 5EQ and collect and application form. |
| **WEST LOTHIAN COUNCIL:**   * **Supply Care Home Domestic,** various locations across West Lothian – [see here.](https://www.myjobscotland.gov.uk/councils/west-lothian-council/jobs/supply-care-home-domestic-house-kitchen-laundry-41806-152534) Closing date 31 December 2022. * **Supply Social Care Support Worker,** various locations across West Lothian – [see here.](https://www.myjobscotland.gov.uk/councils/west-lothian-council/jobs/supply-social-care-support-worker-41804-152535) Closing date 31 December 2022. * **Supply Cook / Assistant Cook,** various locations across West Lothian – [see here.](https://www.myjobscotland.gov.uk/councils/west-lothian-council/jobs/supply-cookassistant-cook-41805-152536) Closing date 31 December 2022. |
| **WEST LOTHIAN COUNCIL WAGE SUBSIDY PROGRAMME:**  Eligibility conditions apply - Open to West Lothian residents only, aged 16 - 24. Applicants aged 16-18 must be unemployed, applicants 19-24 must be 3 months unemployed or have previously engaged with More Choices More Chances or the Employability Fund / Get Ready For Work Programme. For more information on current opportunities, please [see here.](http://www.positive-destinations.co.uk/article/66016/West-Lothian-Wage-Subsidy-Programme-Job-Search)   * **IT and Telecoms Trainee**, Brightridge, Houston Industrial Estate, Livingston. * **General Labourer,** Edinburgh Fabrications, Broxburn * **Trainee Sales and Lettings Administrator,** Martin and Co, Bathgate * **Trainee Recruitment Resourcer, Broxburn** * **Rental Controller,** McNicoll Vehicle Hire, Houston Industrial Estate, Livingston * **Trainee Admin Assistant,** Specialized Org Ltd, Deans, Livingston * **Trainee Online Sales Assistant,** TES Supplies, Houston Industrial Estate, Livingston * **Apprentice QC Inspector,** Component Sense, Kirkton Campus, Livingston * **Trainee Online Sales Assistant,** AKC Independent Financial Advisers * **Trainee Warehouse Assistant,** Lomond Books, Broxburn |
| **Apprentice Vehicle Panel Technician,** Broxburn - [see here.](https://careers.gtg.co.uk/job/apprentice-vehicle-panel-technician-12937.aspx) Initial recruitment is via GTG. |
| **Food Production Operative,** Bathgate - [see here.](https://www.aplitrak.com/?adid=bGIuNTI0NTkuNDcwN0BwZndyZWNydWl0bWVudC5hcGxpdHJhay5jb20) Applicants must be 18+ due to working hours. Recruitment is via the Connect Agency. |
| **CAMPBELL’S PRIME MEAT,** by Linlithgow:   * **Trainee / Apprentice Butcher** * **Trainee / Apprentice Fishmonger** * **Production Operatives**   [See here](https://www.campbellsmeat.com/recruitment) for more information. |
| For vacancies at **Aldi** stores in West Lothian, please see <https://www.aldirecruitment.co.uk/>.  Current opportunities include career starter positions, store and stock assistants. |
| **Marquee Builder,** Arc Marquees, Whitehill Industrial Estate, Bathgate - [see here.](https://arcmarquees.com/marquee-erector-job-details/) Temporary for 6 months. No experience needed as full training will be given. Applicants must be 18 or over and be able to get to the company premises at 6:45 a.m. |
| Various **retail** vacancies are currently available at Livingston Designer Outlet. Please [see here](https://livingston-designer-outlet.co.uk/careers/) to get more information. |
| Tony Macaroniaccepts speculative CVs for **kitchen and front of house** - [see here.](https://www.tonymacaroni.co.uk/jobs/) |
| **Wholetime Firefighter,** Scottish Fire and Rescue Service - [see here](https://www.myjobscotland.gov.uk/emergency-services/scottish-fire-and-rescue-service/jobs/wholetime-firefighter-200455). Applicants must be aged 18 years or over at date of application, meet the require medical and physical fitness standards and be able to demonstrate key qualities such as exceptional team working, communication & problem-solving skills. Closing date 31 March 2023. |
| **Driver Home Care Assistants**, ION Care and Support, West Lothian.  Due to continued growth, ION has opportunities for anyone who wants to make a real difference. They are currently recruiting Driver Home Care Assistants to work in the West Lothian region. Applicants must be 18+ and have access to own transport.  Employer offers: Permanent full and part-time contracts, £9.63 per hour + 25p mileage, flexible schedule to suit availability, access to SVQ qualifications, a referral bonus scheme.  No experience is required - all you need is a positive attitude and a willingness to make a difference to our service users lives. If this sounds like the role for you then please email [andrew@ioncareandsupport.com](mailto:andrew@ioncareandsupport.com) or call 07949443313 for more information. |
| **Apprenticeships in Hospitality Scotland** is a ground-breaking training course that began as a partnership between hotels across Scotland. Apprentices follow the modern apprenticeship in hospitality services and spend six months in each key department: housekeeping, food and beverage, kitchen and reception. For more information and details of how to apply please see: <https://www.apprenticeshipinhospitality.scot> |
| **Production Team Members, Genius Foods, Bathgate** – <https://geniusfood.com/en-gb/work-with-us/>. Applicants must be 18+ to apply. |
| **Childcare Apprenticeships** available in numerous locations throughout West Lothian and Edinburgh. Please see [www.apprenticeships.scot](http://www.apprenticeships.scot) for more details. |
| **FUSE** is a world class retail and hospitality academy, setting standards for skills, training, recruitment and career support in Edinburgh. It has been established to connect people with training courses, accredited qualifications, employers and jobs in both retail and hospitality. Jobs are based in the new St James Quarter and across the city.  Current vacancies can be found here: <https://www.edinburghfuse.com/jobs/> |
| **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>. |

**RAF Apprenticeships –** More information can be found [here.](https://recruitment.raf.mod.uk/)

**Army Apprenticeships** – More information can be found [here.](https://apply.army.mod.uk/)

**Royal Navy Apprenticeships** – More information can be found [here.](https://www.royalnavy.mod.uk/)

**Jobs at Edinburgh Airport**

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

**Agencies**

***If you are under 18:***

***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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| **Adecco.** Tel 333 0433871.  [www.adecco-jobs.com](http://www.adecco-jobs.com)  Tel 333 0433871 |
| **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) |
| **Connect Appointments**, Houstoun Interchange in Livingston – 01506 449944.  **Applicants must be 18+.**  <https://www.connectappointments.co.uk/> |
| **Cordant People.** Tel 0131 285 0550.  Recruits for industrial, production and machine operators in West Lothian. Must be 18+.  Registration is online and interview is by video call.  <http://cordantpeople.com> |
| **NAS Recruitment Services**, 2 Fairbairn Place, Livingston Village, EH54 6TN. Tel: 01506 460334.  [www.nasscotland.com](http://www.nasscotland.com)  Recruits for warehousing and the driving/logistics industry. Accept applicants aged 16+.  Applicants must be able to speak and understand English (for health and safety purposes). If interested in registering, please call the agency. |
| **Office Angels,** 106 Almondvale South, Livingston – 01506 832260.  [www.office-angels.com](http://www.office-angels.com) |
| **REL Recruitment,** Fleming House, Simpson Parkway, Kirkton Campus, Livingston, EH54 7BH.  Tel: 07884666026. |
| **Search Recruitment** – 0131 718 8081  [www.search.co.uk](http://www.search.co.uk) |
| **Whiteclaw Agency,** Carmondean, Livingston – 01506 237226  [www.whiteclawagency.co.uk](http://www.whiteclawagency.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> |

**Useful to Know**

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| **Livingston Youth Trust**  Livingston Youth Trust is a small trust that provides financial assistance to individual young people from Livingston.  It can help to give support towards future progress in the chosen fields of the arts, sport and music.  The Trust considers general applications from individuals, groups of young people and organisations working with young people and based in Livingston.  Such general applications must be clearly presented and have specific benefits for  young people.  Applications for general subsidy will not be considered.  Young people under the age of 21 or organisations working with young people under the age of 21 with an active interest in a chosen field may apply, where the individuals or organisations are not in a position to develop that interest from their own resources.  The  Youth Trust can provide one-off grants where an individual is taking part in educational, cultural and sporting activities or training programmes which are likely to develop or enhance their abilities.  For more information, please [see here.](https://www.westlothian.gov.uk/article/45240/Livingston-Youth-Trust?fbclid=IwAR3cMLub699orSjLx4JOuDjtgOBY1gG0Rwv9EpbslBNBiqQrmYuCXnZWM6I) |

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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**  Start searching for an ITA approved course and apply online:  <https://bit.ly/2ZBLKSW> restrictions apply and proof of benefits / income is required. |

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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/> |

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| **DYW (Developing Young Workforce) 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> |

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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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| **Young Person’s Free Bus Travel Scheme for Under 22s**   * **Scotland wide -**   This scheme started on 31 January 2022 and you must have a National Entitlement Card (NEC) or new Young Scot NEC to get free travel. There are a range of ways to apply – including for those without digital access / photo ID. If you had a Young Scot card previously you will already be registered on the system so you can phone 0131 200 2351 and get help to get the bus pass through your Young Scot account. To find out more and apply, please see <https://getyournec.scot/nec/?opt=Apply-for-Card>.  **PLEASE NOTE THAT AN EXISTING YOUNG SCOT CARD WILL NOT WORK AND YOU NEED TO APPLY FOR A NEW CARD**    16-21 year olds should apply themselves.  Tip: upload all your info at the same time, good luck |

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| **Volunteering**  **Voluntary Sector Gateway West Lothian -** Talk to VSG if you are unsure about what you want to do or whether voluntary work is right for you. They can assist with other issues which may affect your voluntary work such as disability, recent illness or a lack of confidence. Voluntary Sector Gateway offers a personal, tailored service and gives you access to a diverse range of opportunities across West Lothian. [See here](https://www.voluntarysectorgateway.org/become-a-volunteer/) for more information.  **Five Sister’s Zoo** is currently recruiting Visitor Engagement Volunteers: For more details of the role and how to apply please [see here.](https://fivesisterszoo.co.uk/volunteering/)  **Edinburgh Zoo** has volunteering opportunities in the following areas: public engagement, gardens, events, education / outdoor education, admin, student. Please see here for more information and to complete an online application form: [see here.](https://www.rzss.org.uk/volunteers/?_ga=2.265474319.1657094438.1570797493-2077826081.1570797493)  **The Conservation Volunteers Youth Programme** supports young people to gain the confidence, skills and experience they need to gain employment in the environment and land-based sectors. Through their connections to the green sector, they can provide tailored training and experience that responds to different young people’s needs - [see here](https://www.tcv.org.uk/scotland/?msclkid=60fbe5cbd12511ec80b08010ff6f11ef) for more information. |

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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** | | --- | --- | --- | --- | --- | --- | | From April 2022 | £9.50 | £9.18 | £6.83 | £4.81 | £4.81 |   If you are in your first year of your apprenticeship then you are legally entitled to at least the apprenticeship National Minimum Wage pay rate 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 the [National Living and Minimum Wage rates relevant to your age group](https://checkyourpay.campaign.gov.uk/#are_you_under_23_) |