

Issue No 8

19th December 2011

Opportunities Bulletin

Regular update on employment, training, voluntary opportunities

Employment

Remember to check www.direct.gov.uk for jobs advertised by Jobcentre Plus

New website to check www.solihullforsuccess.com Solihull businesses can post vacancies on this site so make a regular date to check the jobs being advertised

www.notgoingtouni.co.uk is aimed at showing the opportunities that exist outside of University – there are links to employers and Apprenticeships

Have you considered the following Websites

Birmingham Evening Mail

www.birminghammail.net

Local jobs are also advertised in the Mail newspaper mainly on Thursdays.

Employment Finder

www.employment-finder.co.uk

This is recruitment agency search engine. Go to town or city, select area of work required. Click on company or job title

West Midlands Jobs

www.wmjobs.co.uk

All local education and public sector jobs in the West Midlands

Keeping checking our display boards for further information

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Employment

Permanent Full-Time Sales Assistant



We have a vacancy for a Full-time Permanent Sales Assistant.

The correct candidate will be motivated, enthusiastic and have a confident and friendly personality.

Saffron is a well-established retail company specialising in the sale of costume jewellery and other ladies accessories.

If you are interested, please drop your CV into the Store Manager. We are located on the Bullring Link opposite the Fragrance Shop

To Apply :Bring CV into Store



Solihull (B91) Touchwood

Employer: Handmade Burger Co.

Job type: Trainee Assistant Manager

Job reference: Caterer

Date posted:12/12/2011

Details: Trainee restaurant Assistant Manager required for Touchwood handmade burger Co. restaurant.

As Trainee Assistant Manager you will be expected to support the General Manager in leading and motivate a team of more than 30 staff, including both the front of house and kitchen teams within this well established restaurant.

The ideal candidate will be well organised with a strong experience in delivering consistent standards. You will maintain and build relationships with your customers and be able to work well under pressure.

Based in a vibrant environment, the role offers excellent rewards, training and a scope to develop your career within a fast growing restaurant brand.

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How to apply: log on to www.caterer.com keyword search: Solihull and **scroll down to job Trainee restaurant Assistant Manager**



Are you looking for Part Time work?

Job Title: CAREGivers

Location: Solihull Borough

Home Instead are currently recruiting care individuals to offer companionship and related care for adults and older people in their own homes in the Solihull and surrounding area.

Empathy is more important than experience. Own transport is essential. Competitive pay, excellent training and flexible hours.

- *Help bathing, grooming and dressing
- *Assist with eating and meal preparation
- *Arrange and escort to appointments
- *Medication reminders
- *Respite and Convalescence care
- *Provide live-in care
- *Stimulate mental awareness & reminisce about the past
- *Plan visits, outings and trips

For more information call Home Instead on **01564 784598**

Or visit www.homeinstead.co.uk



Have 2 Apprenticeship vacancies in Solihull
for 16 – 19 years olds

Apprentice Sewing Machinist (ref no. 6766)

Details:- Working alongside a highly skilled tailor/sewing machinist, producing high quality work for clients homes, hotels and the leisure industry. Duties include using a flat bed industrial sewing machine, blind hemmer and hand sewing. Must have numeric, IT skills and good communication skills. Must be methodical and well organised, have good craft skills and have a flair for soft furnishing and the ability for being creative.

Apprentice Interior Design Assistant (ref no. 6767)

Details:- Working alongside a highly skilled Interior Designer. To learn all aspects of Interior design, to include, working on mood boards and liaising with clients. Also some admin duties, to include answering the phone and keeping the work area tidy. Must have numeric and IT skills and good communication skills. Must be methodical

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and well organised, have good craft skills and have a flair for soft furnishing and the ability for being creative.

Qualification:- The Apprentices' will gain NVQ Level 2 in Upholstery

Hours:- Mon – Fri 8.30am – 4.30pm with 1 hour for lunch

Pay:- £105 per week

How to Apply:- Complete an NLTG Application Form online at www.nltg.uk (Only 1 application is required) Alternatively contact NLTG on FREEPHONE 0800 7312455 for an application form.

Training

Kingsbury Training needs you.



Kingsbury Training are redeveloping parts of their building and we are looking for trainees to help. You don't need to have any experience just a desire to learn and willingness to work hard.

On enrolling with us we will put you through the qualifications you need to work on a building site;

Health and Safety

Manual handling

Be safe qualifications

Most importantly your CSCS card to allow you to work on the building site.

You will also work towards the competition on a City and Guilds qualification in either;

Bricklaying

Carpentry

Painting and decorating.

You will be helping to build new buildings and redevelop old ones on an existing site, so this will involve the regeneration of a listed building and brand new building work.

All of these courses are free* to young people aged 16 – 24 and could lead to an apprenticeship or full time job in your chosen area. **We may even be able to help with your travel costs and pay a training allowance too.** We will also be offering support in preparing for Apprenticeship entry tests by running English, Maths and IT sessions. If you are interested check out our website

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www.kingsburytraining.com or call us on 0121 384 3886 and speak to a member of staff for more information or book in for an interview now.
*free to all 16 – 18 year olds and most 19+ learners subject to funding ask for details



Receptionist

St Johns Hotel in Solihull are looking for a bright, friendly and enthusiastic Receptionist to provide a service on the front desk.

Must be able to demonstrate effective organisational skills and be customer focused.

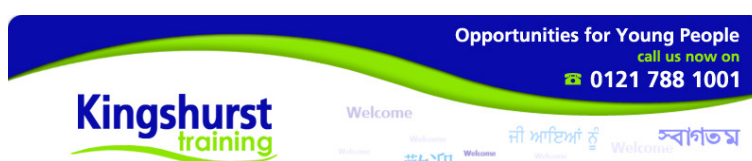
You will be taking bookings, handling money, taking messages face to face and over the phone.

You will have knowledge about room rates, packages, discounts and promotions.

20 days holiday +8 Bank Holidays per annum.

Salary: £12.546 per annum **Location:** Solihull

To Apply: log on to www.caterer.com search for St Johns Hotel and apply online.



Kingshurst Training are recruiting for Step Up Programme for those aged 16-18 who are not in education, training or employment

Starting: 30th January 2012

Ring Elaine: 0121 788 1001 for interview

Or visit website for details: www.kingshurst-training.com/index.htm

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Solihull College are recruiting for Entry to Employment for those aged 16-18 who are not in education, training or employment

Starting: January 2012

Ring Solihull College: 0121 678 7000 for details

Apprenticeship



Learning Provider: Bournville College

Vacancy Description

- Verify that Process mixing, filling equipment and associated pipe work has been sanitized as in standard procedures before manufacture or filling commence.
- Check all in coming raw materials and bulk for quality.
- Record all Certificate of Analysis for each raw material and issue the appropriate stickers.
- Carry out routine quality checks on all in coming raw materials.
- Issue Finished Product Specification for all mixes.
- Liaise with R&D Labs to rework or rectify out of specification mixes and issue instructions for mixing operators.
- Monitor records and maintain up to date files.
- Ensure that specifications are correct and that signed line samples are available during production runs.
- Always wear the appropriate Personal Protective Equipment when handling chemicals.

Vacancy Title Apprentice Laboratory Technician

Employer Remploy Automotive Ltd

Employer Description

Remploy's mission is to transform the lives of disabled people and those who experience complex barriers to work by providing sustainable employment opportunities.

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Web Site <http://www.remploy.co.uk/about-us.ashx>

Vacancy Location

Garretts Green Lane

Birmingham

West Midlands

B33 0UD

Working Week 30hrs Mon -Fri

Weekly Wage £ 78.00

Number of Vacancies 1

Vacancy Reference Number VAC000126233

Title IT Apprentice

Employer Iizuka Software Technologies Ltd

Employer Description

We are based in the Heart of England and have grown organically for nearly 10 years.

Vacancy Location: Frederick Street Birmingham B1 3HS

Working Week 37.5 Mon-Fri

Weekly Wage £ 91.00

Number of Vacancies 2

Vacancy Reference Number VAC000126092

Key Dates

Closing Date For Applications 04/01/2012

Interview Begin From 08/12/2011

Possible Start Date 04/01/2012

Training: To be Provided

Diploma In ICT Professional Competence (QCF)

Certificate in ICT systems and principles for Advanced Apprentices (QCF)

Keyskills Level 2 in IT, Number & Communication (if applicable)

Comptia A+

MTA

Learning Provider Walsall College



Contact Details Contact Details for Candidates Tel: 01922 651159 #

Email: Apprenticeshipbusinessunit@walsallcollege.ac.uk

Contact Details Tel: 01922 651159 EMAIL:

Apprenticeshipbusinessunit@walsallcollege.ac.uk

Vacancy Type Advanced Level Apprenticeship

Apprenticeship Framework IT, Software, Web & Telecoms Professionals

Expected Duration: 9-12 months

Skills Required: Basic IT skills will be useful but not essential

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Qualifications Required: 5 GCSE at Grade A* - C or equivalent including English and Maths
 Personal Qualities: strong interest and desire to work within the IT sector.
 Dedicated, hardworking and committed

Voluntary



Princes Trust will be recruiting for their next course through Solihull College.

Start: 9th January 2012

Venue: Acocks Green

Contact: Stuart Toogood or Fae Palmer

**Contact Solihull College: 0121 678 7000 ask for Princes Trust Team
 For those aged 16-25**

Points of Interest



From Solihull Connexions we would like to wish all of readers a Merry Christmas and Happy New Year.



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